

LEOMINSTER TOWN COUNCIL

ENVIRONMENT AND SERVICES COMMITTEE

Minutes of the Environment & Services Committee meeting held on Monday 11th May 2020 19.00 hours remotely via Zoom.

MEMBERS PRESENT: Councillors Herschy (Chair), Smith-Winnard (Vice-Chair)(19.10), Bartlett, Davies, Murdoch, Norman, Parris, Rumsey, Sutcliffe (IT issues with sound/video) Thomas and Williamson (19.19).

OFFICERS PRESENT: Town Clerk and the Environmental Services Supervisor.

ALSO PRESENT: Ward Cllr. John Stone.

ES01/20 APOLOGIES FOR ABSENCE

No apologies for absence were received.

ES02/20 DECLARATIONS OF INTEREST

Cllr. Murdoch - Allotments

Cllrs. Norman, Sutcliffe and Herschy - Trustees of LARC.

ES03/20 REQUESTS FOR DISPENSATIONS

There had been no requests for dispensations received.

ES04/20 QUESTIONS FROM THE PUBLIC

Ward Councillor John Stone said that he was pleased to be at the remote meeting and expressed gratitude to the Town Council for all they have been doing for Leominster during the COVID-19 pandemic. He also said that he was pleased that the Leominster recycling centre was now open to enable residents to dispose of essential items of waste and that the opening went well, with social distancing observed.

ES05/20 MINUTES OF PREVIOUS MEETING

It was **RESOLVED** that the minutes of the Environment & Services Committee meeting held on Monday 16th March 2020 be agreed and signed as a correct record as soon as the social distancing guidelines are relaxed further and normal meetings resume at 11 Corn Square.

ES06/20 CLERK'S REPORT

Committee noted the Clerk's Report containing;

- (a) **CCTV Service Level Agreement** – A new Service Level Agreement for Upgraded CCTV in Leominster. The town council will be invoiced quarterly for their contribution towards the upgrade and a visit to the CCTV office in Hereford will be arranged when COVID-19 social distancing measures have been relaxed further.

- (b) **Leominster War Memorial Consultation Report from Historic England-** A full inspection of the Leominster War Memorial was carried out by Historic England on 11th February 2020 and it is currently being assessed for listing to protect it for the future.
- (c) **Binit Business Cardboard Recycling–** A report on the current recycling project was requested from Binit on 4th May 2020 but had not received by the time of the meeting. A request has been sent for them to remove the cardboard recycling bins and skip from our storage point at Bridge Street Sports Centre. They have been contaminated with household waste as the recycling Centre was closed until recently.

ES07/20 COMMITTEE UPDATE REPORT

Committee considered the update report and **RESOLVED:**

- To note the report;
- To arrange a meeting of the Millennium Green Trust, LARC and Leominster Town Council to discuss the future of the Millennium Green land as soon as social distancing restrictions have been lifted further.
- To commission a survey from the parish lengthsman, in association with the Kimbolton lengthsman, regarding drainage issues affecting C&U roads within the parish. This will enable a plan to be submitted to Balfour Beatty in order to access new drainage funding.
- To investigate humidity in 11 Corn Square as part of the risk assessment to enable staff to safely return to work.

ES08/20 GROUNDS TEAM UPDATE

Committee considered the report and **RESOLVED:**

- To note the report;
- That the Environmental Supervisor should now begin to cut the grass and spray the weeds on the play areas that are currently closed, in readiness for the lifting of restrictions;
- For the Environmental Supervisor to contact the Town Council Footpath Officer to discuss replacing the signage on Leominster Public Rights of Way in order to ensure that paths are waymarked accurately, as there is an increased amount of usage during the current COVID-19 pandemic.

ES09/20 CONFIDENTIAL ITEMS

- (a) **Draft Lease for premises at Croft Business Park –** The lease had been signed and returned to the solicitor, who confirmed that the keys should be available in the next two weeks. A schedule of works was submitted by the Town Council Foreman so that essential safety and security works can be prioritised, with cosmetic works to be carried out over the Winter period by the Grounds Team.
- (b) **Proposed Sewer Pipe Route across Ginhall Green –** The Committee considered the decision made at the Planning and Highways Committee meeting on 4th May 2020 to grant permission for a sewer pipe to be

installed at Ginhall Green and agreed it was an opportunity to enlarge the Wild Flower Meadow on Ginhall Green.

- (c) **Accessible Plot provision at Leominster Allotments on Ginhall Lane (Clerks Report)** – Following discussion of a request made by a member of the public, it was **RESOLVED** that the Environmental Supervisor would investigate a suitable plot and the provision of accessible toilet facilities.

ES10/20 DATE OF NEXT MEETING

Committee noted that the next meeting would be held on Monday 20th July 2020 at 19:00hrs either remotely via Zoom or in the Council Chamber, 11 Corn Square, Leominster HR6 8YP depending on the lifting of social distancing restrictions by central government.

There being no other business, the Chair thanked members for their attendance and closed the meeting at 19.52 hours.

CHAIR:

DATE: