

LEOMINSTER TOWN COUNCIL

ENVIRONMENT AND SERVICES COMMITTEE

Minutes of the Environment & Services Committee meeting held on Monday 13th November 2017 commencing at 19:00 hours in the Council Offices, 11 Corn Square, Leominster HR6 8YP.

MEMBERS PRESENT: Councillors Bartlett (Chair), Burke, Davies, Herschy, Lacey, Marsh, Norman, A Pendleton and R Pendleton.

OFFICERS PRESENT: Town Clerk and the Environmental Supervisor.

ES34/17 APOLOGIES FOR ABSENCE

Apologies were received and accepted from Cllrs Preece (work) and Thomas (illness).

ES35/17 DECLARATIONS OF INTEREST

The following Declaration of Interest was made:

- Cllr Lacey: Leominster Allotment Association.

ES36/17 REQUESTS FOR DISPENSATIONS

No requests for dispensations had been received.

ES37/17 QUESTIONS FROM THE PUBLIC

There were no members of the public present.

ES38/17 MINUTES OF PREVIOUS MEETING

It was **RESOLVED** that the minutes of the Environment & Services Committee meeting held on 11th September 2017 be agreed and signed as a correct record.

ES39/17 CLERK'S REPORT

The Clerk had nothing to report.

ES40/17 2017-18 WORK PROGRAMME

Committee reviewed the Work Programme for 2017/18 which had been developed from the Corporate Strategy. Following consideration it was **RESOLVED:**

- That the revised 2017/18 Work Programme be noted;
- That quotations for the refurbishment of the public conveniences at Central car park and the Grange open space be requested;
- That the investigations into recycling of non-domestic waste aimed at providing economic benefit to the town be continued;
- That due diligence be undertaken if the Leominster Cemetery is to be transferred to the Town Council;
- That the potential provision of a new skate park be undertaken;
- That funding to help towards the cost of providing a new skate park, possibly from Sport England, be investigated;

- That consideration be given to approaching the Co-op for potential funding for youth initiatives;
- That the development of various trails within the town be undertaken as part of the Destination Leominster initiative;
- That further information regarding the ash dieback disease be obtained.

It was noted that the next Destination Leominster meeting would be taking place on Wednesday 15th November 2017 at 2pm.

Thanks were formally extended to the Environmental Team for the works they undertook to prepare the War Memorial for the Armistice Day and Remembrance Sunday commemorations.

ES41/17 OPEN SPACES & PLAY AREA REPORT

Committee considered the report presented. Following discussion it was **RESOLVED:**

- That the report be noted;
- That The Grange Master Plan Tender be reviewed and at least one further tender be sought;
- That the awarding of the Grange Master Plan Tender be postponed until March 2018;
- That a request to asset transfer the play areas as identified within the relevant report be submitted to Herefordshire Council, subject to the issues identified being addressed by Herefordshire Council, or a financial contribution to be made to Leominster Town Council to carry out the repairs itself;
- That the proposal to manage all the green spaces within the town under licence that are currently being managed by Balfour Beatty on behalf of Herefordshire Council, be approved in principle.

Concern was expressed regarding the level of fly tipping on the Mowbray Close/Far Meadow open space and it was agreed to consider an initiative to engage with the relevant housing associations and the local community to try to address the issue once the asset transfer had been completed.

ES42/17 COMMITTEE UPDATE REPORT

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

- That the report be noted;
- That the following items be purchased:
 - WW1 Bench - £609.50 + VAT
 - Kerb Brush Sweeper - £500 + VAT
 - Delivery charges - £145 + VAT
- That the Safeguarding Statement be formally adopted.

ES43/17 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) Direct Labour Force Report – Committee considered the report presented and, following discussion, it was **RESOLVED**:

- That the report be adopted;
- To agree in principle to putting into place a Direct Labour Force to commence operations as from 1st April 2018;
- To agree in principle to the recommendations contained within the Report, especially with regard to additional staffing and an increase in the incremental points scale for the Environmental Supervisor;
- To charge the Town Clerk and the Environmental Supervisor to commence the implementation of enlarging the Environmental Team;
- To identify potential funding sources to enable the implementation of the Direct Labour Force;
- To provide an initial sum of £10,000, already allocated in the 2018/19 budget, to commence the purchase of relevant equipment and to cover the costs to recruit additional personnel
- To investigate whether the existing contract with the Town Council's external contractor could be terminated early, but only on the proviso that an amicable agreement can be reached;
- To reduce the existing contract to a maximum of 12 cuts in 2018/19 as allowed within the current contract;
- To give notice to the existing contractor that the grass cutting contract would complete on 31st October 2018
- To formally thank the existing contractor for their significant contribution over the past three years to improving the management of the amenity areas in Leominster that are under Town Council control.

(b) Public Convenience Update Report – Committee considered the verbal report presented and **RESOLVED**:

- That the report be noted;
- That quotations continue to be sought from local traders to carry out the works at Central Toilets and Grange Toilets;
- That the LEADER funding Expression of Interest submission for the Bus Station toilets and Tourist Information Point be noted.

A report would be presented to Full Council regarding the various options to fund the public convenience refurbishments, as there was currently no funding allocation within the Town Council's earmarked reserves, as this had been used to help fund the Corn Square refurbishment.

ES44/17 DATE OF NEXT MEETING

Committee noted that the next meeting would be held on Monday 22nd January 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 9:12pm.

CHAIR:

DATE: