

LEOMINSTER TOWN COUNCIL

ENVIRONMENT AND SERVICES COMMITTEE

Minutes of the Environment & Services Committee meeting held on Monday 21st May 2018 commencing at 19:00 hours in the Council Offices, 11 Corn Square, Leominster HR6 8YP.

MEMBERS PRESENT: Councillors Norman (Chair), Herschy (Vice-Chair), Bartlett, Lacey, Marsh, Sutcliffe and Thomas.

OTHERS PRESENT: Ward Councillor Stone.

OFFICER PRESENT: Town Clerk.

ES01/18 ELECTION OF CHAIR

Nominations were invited for the position of Chair of the Committee.

Cllr Norman was proposed by Cllr Thomas and seconded by Cllr Lacey. There being no other nominations, Cllr Norman was formally elected Chair of the Environment & Services Committee.

Cllr Norman indicated that she would be stepping down from being Chair of the Communications & Events Committee to which she was recently elected.

ES02/18 ELECTION OF VICE CHAIR

Nominations were invited for the position of Vice-Chair of the Committee.

Cllr Herschy was proposed by Cllr Norman and seconded by Cllr Lacey. There being no other nominations, Cllr Herschy was formally elected Vice-Chair of the Environment & Services Committee.

ES03/18 APOLOGIES FOR ABSENCE

Apologies were received and accepted from Cllr Davies (illness).

ES04/18 DECLARATIONS OF INTEREST

The following declaration of interest was made:

- Cllr Lacey: Allotment holder.

ES05/18 REQUESTS FOR DISPENSATIONS

There had been no requests for dispensation.

ES06/18 QUESTIONS FROM THE PUBLIC

There were no members of the public present. Cllr Stone congratulated Cllrs Norman and Herschy on the election as Chair and Vice Chair of the Committee.

ES07/18 MINUTES OF PREVIOUS MEETING

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

It was agreed to try to organise the visit to the recycling plant as agreed in April 2018. The Plant would be contacted to find out available dates.

It was agreed to request an update regarding the replacement tree which was a planning condition of the consent to fell the Copper Beech Tree at the Bingo Hall, Planning Application P170052.

ES08/18 CLERK'S REPORT

The Clerk presented an update report regarding the devolvement of the grounds maintenance services and responsibilities throughout the town from Herefordshire Council and Balfour Beatty to Leominster Town Council. The following matters were noted:

- The formal licence between the parties had been entered into on 1st April 2018;
- The licence allowed either party to terminate without notice;
- The Town Council was currently using its Lengthsman contractor to carry out grass cutting. This was being supported by the Environmental Team who were carrying out grass cutting duties in the play areas;
- No further progress had been made to secure a depot, although Herefordshire Council was investigating some options;
- Due to a review of governance and procurement procedure the equipment Herefordshire Council had identified as potential asset transfers had now been sold at auction and was no longer available;
- A grant fund was currently being set up by Herefordshire Council for town and parish councils to apply to for help to offset equipment and service costs. This grant fund had not yet been finalised.

Following discussion Committee **RESOLVED** to:

- Continue to deliver the open spaces maintenance work whilst on-going negotiations continue with Herefordshire Council and its agent, Balfour Beatty;
- Subject to the outcome of the negotiations to consider terminating the licence between the parties if insufficient progress regarding funding, equipment and a suitable depot is not achieved by September 2018;
- To request that the four Ward Councillors raise the issue with the relevant Director and the Scrutiny Committee;
- Carry out a full review of the Town Council's maintenance responsibilities with full costings. This will be reported back to Committee in September 2018;
- That consideration be given to developing a Biodiversity Plan for the maintenance of open spaces in Leominster if the Town Council agrees to continue with the Licence requirements;

- To provide a progress report at the Committee meeting on 16th July 2018.

ES09/18 TASK & FINISH GROUPS

Committee considered the appointment of Committee Members to the following Task & Finish Groups. Following discussion it was **RESOLVED** to appoint the following Councillors

- Toilet Refurbishment Task & Finish Group: Cllrs Lacey and Thomas;
- The Grange Open Space Task & Finish Group: Cllrs Bartlett, Sutcliffe and Thomas
- Allotment Inspection Team: Cllrs Lacey and Norman.

ES10/18 COMMITTEE UPDATE REPORT

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

- That the report be noted;
- That a sum of £200 be allocated to undertake a lighting design for Sydonia open space;
- That proposed equipment purchases be identified as part of the grounds maintenance review and submitted to the Finance and General Purposes Committee for consideration;
- That the appointment of the Maintenance Foreman position be agreed in principle and placed before the Personnel Sub-Committee for ratification;
- To contact Herefordshire Council to request that an emergency contact number be displayed at the Bus Station public conveniences.

ES11/18 CONFIDENTIAL ITEMS

There were no confidential items for consideration.

ES12/18 DATE OF NEXT MEETING

Committee noted that the next meeting would be held on Monday 16th July 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 8:52pm.

CHAIR:

DATE: