

LEOMINSTER TOWN COUNCIL

ENVIRONMENT AND SERVICES COMMITTEE

Minutes of the Environment & Services Committee meeting held on Monday 16th January 2017 commencing at 19:00 hours in the Council Offices, 17 West Street, Leominster HR6 8EP.

MEMBERS PRESENT: Councillors Bartlett (Chair), Lacey (Vice-Chair), Davies, Marsh, Norman, R Pendleton and Thomas.

OFFICERS PRESENT: Town Clerk.

ES39/16 APOLOGIES FOR ABSENCE

Apologies were received and accepted from Cllrs A Pendleton (illness) and Rumsey.

Committee noted that Cllrs Evans and Mifflin had resigned from the Council creating two vacancies on the Committee.

ES40/16 DECLARATIONS OF INTEREST

The following Declarations of Interest were made:

- Cllr Lacey: Allotment plot holder.

ES41/16 REQUESTS FOR DISPENSATIONS

No requests for dispensations had been received.

ES42/16 QUESTIONS FROM THE PUBLIC

There were no members of the public present.

ES43/16 MINUTES OF PREVIOUS MEETING

It was **RESOLVED** that the minutes of the Environment & Services Committee meeting held on 14th November 2016 be agreed and signed as a correct record.

ES44/16 CLERK'S REPORT

The Clerk had nothing to report.

ES45/16 FRIDAY MARKET

The Market report was presented updating Members on the operation of the Leominster Market. Following discussion it was **RESOLVED**:

- That the report be noted;
- That income from 18th November 2016 to 13th January 2017 of £2,717.50 be noted;
- That the year to date income of £15,008, £1,101 less than the same period the previous year, be noted;
- That road closures for the 2016 Farmers' markets had now been received;

- That consideration was being given to expanding the Farmers Market offer to include craft stalls;
- That consideration was being given to licence the Market Square to enable off sales of alcohol and entertainment.

ES46/16 LEOMINSTER IN BLOOM

Committee considered the Leominster in Bloom report in detail. Following discussion, it was **RESOLVED**:

- That the report be noted;
- That woodchip had now been placed beneath the Lady BaBa statue opposite the Fire Station, Broad Street;
- That the draft Service Level Agreement had been signed by Leominster in Bloom. A copy was awaited to place in Council records;
- That thanks had been passed on by Leominster in Bloom to the Town Council for its support.

ES47/16 COMMITTEE UPDATE REPORT

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

- That the report be noted;
- That the majority of the footpath and Lengthsman Scheme works had now been carried out;
- That a meeting had been arranged with Balfour Beatty to review litter bin provision and location;
- That thanks should be extended to Balfour Beatty for works undertaken in Leominster including street sweeping and street light repairs;
- That the skate park fence had now been removed. Some remedial works were required and would be undertaken as soon as possible;
- That the increase of allotment rents from £40 to £53.68 and £49.08 respectively for the two sites be ratified.

ES48/16 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) **Play Area Proposals** – Committee considered the Play Area Proposals Report in detail and, following discussion, it was **RESOLVED**:
- That the report be noted;
 - That the amended action plans for Sydonia Recreation Ground and The Grange Play Area as outlined below be adopted;
 - That a Task & Finish Group be set up to oversee the delivery of the Action Plans;

- That Cllrs Bartlett, Davies and Thomas be appointed to sit on the Task and Finish Group.

Sydonia Recreation Ground Revised Action Plan:

- Set up a Task & Finish Group to develop an initial tender document – Week commencing 23rd January 2017;
- Agree draft tender document and invite tenders – 6th February 2017;
- Closing date for tenders – Friday 3rd March 2016;
- Open tenders by T&F Group – Monday 6th March 2017;
- Appoint contractor(s) to develop scheme – E&S Meeting 13th March 2017;
- Public consultation – April 2017
- Final design and cost – May 2017
- Implementation of scheme – May/June 2017
- Completion – June 2017 in time for summer holidays:

The Grange Play Area Revised Action Plan:

- Set up a Task & Finish Group to develop an initial tender document – Week commencing 6th March 2017;
- Carry out initial discussions with Herefordshire Council and some preliminary public consultation (March/April/May 2017)
- Project agreement by Full Council – 24th July 2017
- Send out invitations to tender – August/September 2017
- Open tenders by T&F Group – 6th November 2017
- Commencement of initial designs and costings – December 2017
- Public consultation – January 2018
- Final design – March 2018
- Installation of car park and new play area – May 2018
- Completion – July 2018

(b) Public Convenience Update Report – Committee considered the Public Convenience Update Report in detail and, following discussion, it was **RESOLVED:**

- That the report be noted;
- That the revised layouts be noted;
- That further quotations be obtained for the renovation of the toilets as outlined.

ES49/16 DATE OF NEXT MEETING

Committee noted that the next meeting will be held on Monday 13th March 2017 at 19:00hrs. Venue would be confirmed.

There being no other business, the Chair thanked members for their attendance and closed the meeting at 8.27pm.

CHAIR:

DATE: