

# LEOMINSTER TOWN COUNCIL

## ESTATES, MARKETS AND ENVIRONMENT COMMITTEE

Minutes of the Estates, Markets & Environment Committee meeting held on Monday 11<sup>th</sup> January 2016 commencing at 19:00 hours in the Council Offices, 17 West Street, Leominster HR6 8EP.

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**MEMBERS PRESENT:** Councillors Bartlett, (Chair), Barton, Davies, Freedland, Lacey, Mifflin, Norman, A Pendleton and Thomas.

**OFFICERS PRESENT:** Town Clerk and the Market Officer.

Prior to the commencement of the meeting a minutes silence was held in remembrance of the victims of the recent events in Paris.

### **EM58 APOLOGIES FOR ABSENCE**

Apologies were received and accepted from Cllrs Gibson, and Rosser and Rumsey.

### **EM59 DECLARATIONS OF INTEREST**

The following declaration of interest was made:

- Cllr Lacey – Allotments

### **EM60 REQUESTS FOR DISPENSATIONS**

No requests for dispensation had been received.

### **EM51 QUESTIONS FROM THE PUBLIC**

There were no members of the public present.

### **EM61 MINUTES OF PREVIOUS MEETING**

It was **RESOLVED** that the minutes of the Estates, Markets & Environment Committee meeting held on 16<sup>th</sup> November 2015 be agreed and signed as a correct record.

### **EM62 FRIDAY MARKET**

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

- That the report be noted;
- To note that a full trading year would have been completed at the beginning of February 2016;
- To adopt the revised terms and conditions which included an increase in the holiday allowance from 3 weeks to 4 week per annum, the winter concession scheme of one rent free week in January, February and March subject to full attendance during the relevant month and vehicle parking restrictions on site;
- To update Trader details in the next few weeks;
- To allocate a sum of £4,060 from balances to purchase 24 market stalls and an Ifor Williams trailer from the Farmers Market;

- To set a rent of £50 per Market to commence from 1<sup>st</sup> April 2016 for the Farmers Market. Dates for 2016 were 9<sup>th</sup> January, 12<sup>th</sup> February, 12<sup>th</sup> March, 9<sup>th</sup> April, 14<sup>th</sup> May, 11<sup>th</sup> June, 9<sup>th</sup> July, 13<sup>th</sup> August, 10<sup>th</sup> September, 8<sup>th</sup> October, 12<sup>th</sup> November and 10<sup>th</sup> December;
- To note that Home & Garden Markets would be held on 22<sup>nd</sup> March, 26<sup>th</sup> April, 24<sup>th</sup> May and 28<sup>th</sup> June 2016;
- To note that the Festival Market would be held on 27<sup>th</sup> May and 3<sup>rd</sup> June, St Edfrith Market on 29<sup>th</sup> October and the Victorian Street Market on 11<sup>th</sup> December 2016.

Committee **NOTED** that there were growing concerns regarding the poor state of Corn Square which was becoming dangerous. A number of accidents had occurred over the last two months. The situation was being monitored by the Market officer and the Locality Steward.

#### **EM63 LEOMINSTER IN BLOOM**

Committee considered the draft revised action plan that had been considered and amended by the Task & Finish Group. Following discussion it was

##### **RESOLVED:**

- That the report be noted;
- That the revised action plan be formally adopted and implemented.

#### **EM64 COMMITTEE UPDATE REPORT**

Committee considered the Committee update report in detail and following discussion it was **RESOLVED:**

- That the report be noted;
- That Members inform the Office of any potholes or other work required under the Lengthsman and P3 Schemes;
- To note that a job request had been submitted to clear Butchers Row;
- That two grant applications be submitted for improvements to the Booth Garden and the Sensory Garden, Pinsley Mead;
- To arrange a meeting with the Priory regarding the flooding issue at the entrance door of the Priory;
- That a formal request be submitted to Herefordshire Council Highways Department to install a dropped kerb at Leominster Cemetery to improve DDA access.

It was further agreed to discuss the options available with Balfour Beatty Living Places to use its resources more efficiently especially for winter leaf clearing and other street cleaning.

#### **EM65 ALLOTMENTS**

Committee considered the Committee update report in detail and following discussion it was **RESOLVED:**

- That the report be noted;
- That a sum of £250 be requested from the Finance Committee from the Grants to help mark the 10<sup>th</sup> Anniversary of the opening of the Ginhall Lane Allotments;
- That there would be no increase in the allotment rents.

## **EM66 CONFIDENTIAL ITEMS**

As certain items were expected to include the consideration of exempt information the Estates, Markets and Environment 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) **Toilets Upgrade** – Committee considered the Toilet Upgrade Report in detail. A number of options had been put forward along with detailed costings.

Following discussion it was **RESOLVED**:

- That the report be noted;
- That an annual sum of £55,000 per annum be requested from the Finance Committee for inclusion in the Budget to fund the upkeep, maintenance and improvement programme of the toilets at Westbury Street, Central car park and The Grange;
- That the Westbury Street conveniences be the priority toilet for improvement;
- That no investment would be made into any of the facilities unless Herefordshire Council agreed to transfer the asset unencumbered and without the uplift clause to ensure the Town Council had security of tenure of the assets;
- That a Public Works Loan Board Loan of up to £150,000 be investigated to help fund the improvement programme to be borrowed over a period of ten years.

- (b) **Grounds Tender** – Committee **NOTED** that the Grounds Tender documentation had been sent to a number of local firms and would be considered at the next Committee meeting to be held on Monday 15<sup>th</sup> February 2016.

There being no other business the Chair thanked members for their attendance and closed the meeting at 21:40pm

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**CHAIR:**

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**DATE:**