

LEOMINSTER TOWN COUNCIL

ENVIRONMENT AND SERVICES COMMITTEE

Minutes of the Environment & Services Committee meeting held on Monday 10th July 2017 commencing at 19:00 hours in the Council Offices, 11 Corn Square, Leominster HR6 8YP.

MEMBERS PRESENT: Councillors Bartlett (Chair), Burke, Davies, Herschy (19:07 – 19:55), Marsh, Norman, A Pendleton, R Pendleton and Thomas.

ALSO PRESENT: Cllr Rumsey and one member of the public.

OFFICERS PRESENT: Town Clerk and the Environmental Supervisor.

ES12/17 APOLOGIES FOR ABSENCE

Apologies were received and accepted from Cllrs Lacey (holiday) and Preece (personal).

ES13/17 DECLARATIONS OF INTEREST

There were no Declarations of Interest made.

ES14/17 REQUESTS FOR DISPENSATIONS

No requests for dispensations had been received.

ES15/17 QUESTIONS FROM THE PUBLIC

There were no members of the public present.

ES16/17 MINUTES OF PREVIOUS MEETING

It was **RESOLVED** that the minutes of the Environment & Services Committee meeting held on 22nd May 2017 be agreed and signed as a correct record.

ES17/17 CLERK'S REPORT

The Clerk had nothing to report.

ES18/17 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 2017/18 Work Programme be adopted;
- That required improvements and speed reductions to the town entrances on the A44 and B4630 Barons Cross area be requested as part of the S106 provisions related to Planning Application P172135;
- That links to the various local organisations including the business group continue to be pursued when developing the Work Programme objectives;
- To note that signage and notice board improvements were linked to the Interpretation Plan development;

- That funding would be secured through grant applications, match funding from relevant local organisations, S106 and the Town Council;
- That a Tree Maintenance Programme objective be added to the Work Programme.

Committee **RESOLVED** to adopt the following three project and initiative priorities:

- The refurbishment of the three public conveniences at The Grange, Central Car Park and the Bus Station;
- The investigation into the setting up of a fully costed Direct Labour Force;
- Recycling opportunities for non domestic waste.

It was noted that at the recent Herefordshire Council budget meeting the CEO indicated that the Council was keen to discuss and negotiate asset transfers including car parks. It was agreed to pursue this commitment.

ES19/17 OPEN SPACES/PLAY AREA/BYELAWS REPORT

Committee considered the report presented. It was **RESOLVED**:

- That the report be noted;
- That delegated authority be given to the Byelaw Task & Finish Group to oversee the adoption and implementation of new Byelaws for all the open spaces and play areas under the control of the Town Council in line with legislative requirements;
- That delegated authority be given to the Byelaw Task & Finish Group to liaise with Herefordshire Council regarding the development and implementation of the Public Spaces Protection Order (Dog Control) under the Anti-social Behaviour, Crime and Policing Act 2014.

Thanks were extended to the Environmental Supervisor for all the work she had done carrying out the public consultation in relation to the Sydonia Play Area proposals.

It was agreed to follow up the offer made by Mr Neill, Chief Executive, Herefordshire Council, at the recent budget meeting to enter into discussions to transfer assets within the County including car parks.

ES20/17 COMMITTEE UPDATE REPORT

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

- That the report be noted;
- That a report be developed and considered at the Committee meeting in September 2017 regarding potential future uses of the Grange Pavilion and Bus Station Kiosk;
- That the report included an update on discussions currently taking place regarding the future of youth service provision in Leominster;
- That the Community Asset Task & Finish Group (Cllrs Bartlett, Davies and Thomas) would meet on Wednesday 26th July 2017 at 4pm.

ES21/17 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) **Public Convenience Update Report** – Committee noted the update report provided. The refurbishment of the public conveniences within the town had been given priority in the adopted Work Programme for 2017/18. Once the refurbishment of 11 Corn Square had been completed work would commence on the refurbishment of the public conveniences at The Grange and Central car park.

The transfer of the public conveniences at the bus station was nearing completion and a site visit had been carried out to view the premises. Once the asset had been transferred work would commence on the refurbishment of the toilets and the kiosk.

- (b) **Draft Tender** – Committee considered the draft tender presented to develop a design and Master Plan for Grange open space and play area. The project had been split into three phases. Phase One would include the assessment of the site, liaison with relevant organisations to understand the historical and archaeological history of the site, some initial public consultation and the development of concept designs.

Following discussion It was proposed by Cllr Burke, seconded by Cllr Thomas and **RESOLVED:**

- To ratify the draft tender for Grange Open Space and Play Area, subject to the agreed amendments;
- Send out the tender to suitable organisations inviting them to submit tenders for Phase One of the project;
- Upload the tender onto the Council's website to invite interested organisations to submit tenders for Phase One of the project.

ES11/17 DATE OF NEXT MEETING

Committee noted that the next meeting would be held on Monday 11th September 2017 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 8.58pm.

CHAIR:

DATE: