

# LEOMINSTER TOWN COUNCIL

## ENVIRONMENT AND SERVICES COMMITTEE

Minutes of the Environment & Services Committee meeting held on Monday 14<sup>th</sup> March 2022 commencing at 19:00 hours in the Council Chamber, 11 Corn Square, Leominster HR6 8YP.

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**MEMBERS PRESENT:** Councillors Smith-Winnard (Chair), Davies (Vice-Chair), Bartlett (19.07), Jacquet, Marsh, Murdoch, Norman, Rumsey and Sutcliffe.

**OFFICERS PRESENT:** Town Clerk, Democratic Services Officer, Environment & Grounds Supervisor

### **ES53/21 APOLOGIES FOR ABSENCE**

Apologies for absence were received and accepted by the Committee for Cllr Herschy (Meeting) and Cllr Bartlett who advised that she was attending an overlapping meeting. Cllr Bartlett joined the meeting at 19.07.

### **ES54/21 DECLARATIONS OF INTEREST**

Cllr. Murdoch – Allotments  
Cllr. Smith-Winnard - Leominster in Bloom  
Cllr. Norman - Leominster-in-Bloom

### **ES55/21 REQUESTS FOR DISPENSATIONS**

There had been no requests for dispensations received.

### **ES56/21 QUESTIONS FROM THE PUBLIC**

There were no members of the public present. No issues were raised.

### **ES57/21 MINUTES OF PREVIOUS MEETING**

It was **RESOLVED** that the minutes of the Environment & Services Committee meeting held on Monday 10<sup>th</sup> January 2022 be agreed and signed as a correct record.

### **ES58/21 CLERK'S REPORT**

- **Paper Supplies** – the Council's paper provider has advised that the price of paper is increasing due to the rise in the cost of shipping containers. Alternative suppliers are being considered and a stock of paper has been purchased from a local company. The clerk requested that Councillors advise her if they require paper copies of agendas in advance of meetings. There are a number of laptops that could be made available to Councillors at meetings in order to download agendas and reduce paper costs.

**ES59/21 COMMITTEE UPDATE REPORT**

Committee considered the update report and following discussion they

**RESOLVED:**

- To note the report;
- To note that the Footpath Officers will be invited to future Environment & Services Committee meetings;
- To note that the steps at Brierley require major works which is the responsibility of Herefordshire Council;
- To check the Modifications Orders log regarding PROW anomalies;
- To consider submitting an article on PROW anomalies for publication in Leominster News;
- To advise Walkers are Welcome members on reporting PROW anomalies;
- To request the installation of gates, instead of stiles, on the Herefordshire Trail;
- To note that the Environment & Grounds Supervisor will inspect the Leominster section of the Herefordshire Trail and advise on the work required to support the promotion by VisitHerefordshire at Easter;
- To note that a plank bridge needs to be installed on Footpath ZC135 over the stream. Also the handrails currently in place on the turn to Easters Court are not fit for purpose and require repair;
- To note that the Deputy Lieutenant will be attending the planting session on 16<sup>th</sup> March 2022 at Ginhall Green;
- That the clerk calculates the hidden costs incurred by the Council to provide allotments (that have not been shown separately in the town council allotment budget in the past), in order that an allotment rental increase for 2023-24 can be considered at the Full Council meeting on 28<sup>th</sup> March 2022;
- To contact Cllr Harvey and the Service Manager Built and Natural Environment at Herefordshire Council regarding the felling of a tree at Minster Court on an approved 5-day notice and to request a presentation to explain the 5-day notice procedure at a future Environment & Services Committee meeting;
- To advise Cllr Harvey, Service Manager Built and Natural & Environment and the Tree Officer of the Council's Tree Statement;
- To contact the White Lion public house to request that measures are implemented to ensure the entrance to Aidas Accessible Amble is kept clear;
- To note that a letter and signage has been produced to inform residents of the tree maintenance works, on Etnam Street and West Street, scheduled for completion by 31<sup>st</sup> March 2022;
- To appoint a Working Group comprising of Cllrs Smith-Winnard and Norman to complete the Playing Pitch and Outdoors Sports Strategy & Indoor Built Facilities survey;
- To contact the school in Ivington to establish if there are any areas where they would like to forego the first verge cut by Balfour Beatty;

- To note that the Environment & Grounds Supervisor will review the Leominster area and suggest areas to forego the first verge cut by Balfour Beatty;
- To renew the Lengthsman Scheme for 2022-23;
- To approve the Lengthsman Drainage Scheme for 2022-23;
- To contact the Bereavement Services Supervisor to request the timeline for the Wildlife Plan for Local Authority Cemeteries;
- To contact Herefordshire Wildlife Trust to establish whether they would like to work with the Council on other cemeteries in the area not already covered by the Wildlife Plan.

**ES60/21 GROUNDS TEAM UPDATE**

Committee considered the update report and following discussion they

**RESOLVED:**

- To note the report;
- To note that the Barons Cross play area has re-opened as the tree has been removed.

**ES61/21 CONFIDENTIAL ITEMS**

- **Insurance claim** – Committee noted that the insurance provider has reviewed the requested information and suggested a resolution to the claim. Committee **RESOLVED** that the clerk contact the insurance provider to query certain information provided by the claimant.

**ES62/21 DATE OF NEXT MEETING**

Committee noted that the next meeting would be held on Monday 16<sup>th</sup> May 2022 at 19:00hrs in the Council Chamber, 11 Corn Square, Leominster HR6 8YP (subject to approval of the meetings calendar at the next Full Council meeting on 28<sup>th</sup> March 2022).

There being no other business, the Chair thanked members for their attendance and closed the meeting at 20.38 hours.

**CHAIR:**

**DATE:**