

**MINUTES OF THE ENVIRONMENT & AMENITIES COMMITTEE HELD ON  
TUESDAY 21<sup>st</sup> JUNE 2016, AT 6PM**

**Present:** Councillors M Sztymiak (Chairman), K Brennan, P Clatworthy, H Burns, M Poxon, and S Raywood.

*Also in attendance: Mr A Snarey.*

**1. Apologies**

*None*

**2. Declarations of Interest**

<b>Name</b>	<b>Interest</b>
Cllr M Sztymiak	Borough & County Councillor
Cllr M Poxon	Vine Way

**3. Dispensations**

*None*

**4. Election of Chairman**

Councillors re-elected Cllr Sztymiak to the office of Chairman of the Environment & Amenities committee.

**5. Minutes of the meeting held on 12<sup>th</sup> April 2016**

Councillors resolved that the minutes of the 12<sup>th</sup> April 2016 be agreed as a correct record.

**6. Work Programme**

Councillors received a summary of the work programme since the previous meeting. Cllr Sztymiak discussed the new work programme layout and agreed to prepare a new version for the committee. In particular, it was stressed that the programme must make reference to previous minutes and denote whether a project is ongoing work, how it is prioritised, and achievement by date. Councillors agreed to redact a number of items from the work program which were completed previously and included in error.

Cllr Brennan offered a report to councillors with reference to item 9 of the work programme regarding the relocation of CCTV services from the Town Hall to the Borough Council offices. It was noted that the Town Council would be expected to pay 20% of the relocation cost, totalling £640. Cllr Sztymiak agreed that the proposed move was worthwhile and acknowledged that a payment of £4000 to Redhand had already been completed. Councillors agreed to pay the invoice for moving the CCTV when it arrives.

## **7. Inventory**

Cllr Burns agreed to investigate whether the bins listed as being within the development are still there using community help.

### **i. Vine Way**

Councillors agreed to the replacement of a litter bin on Vine Way costing £294. Cllr Burns noted that separate dog and litter bins are no longer required as dog waste is declassified and can be placed in normal bins.

### **ii. Brook Court**

Councillors agreed to a larger bin costing £400.

### **iii. Queen's Road**

Councillors agreed to a replacement bin top costing £200.

### **iv. Stonehills**

Following a request from a member of the public, Clerk to investigate the installation of a new bin by contacting the Borough to inquire as to whether this bin could be emptied.

## **8. Play Areas updates from Town Clerk**

### **i. Safety Checks**

The Clerk circulated copies of the playground inspection report summary.

### **ii. Canterbury Leys**

Councillors noted that the Borough is to take back control of Canterbury Leys and asked the Clerk to ring Simon Dix to ask for an update and an end of lease confirmation.

### **iii. Mitton**

Councillors received and noted the completed registration of the play area to TTC. Councillors also noted a meeting with the contractor and the Friends of Mitton Group to take place on the 22<sup>nd</sup> June 2016. Cllr Sztymiak and Cllr Workman have offered additional funding from the Borough Council for the Mitton Play Park. A discussion about the disposal of old equipment included a sealed bids auction to be advertised on Facebook. It was also suggested that new benches could be sponsored by local people or businesses for £500.

### **iv. Warwick Place**

Councillors agreed that the Town Council should lead the renovation project, but liaise with Gavin Preedy of the recently formed community group to share the meeting's decision and assist with fundraising.

Councillors agreed to form a working group to meet at 7:30 on Wednesday 29<sup>th</sup> June in the Mayor's Parlour to determine the content of a questionnaire to be sent to local residents. Councillors resolved to drop a paper survey through letterboxes in the vicinity of the park and asked the working group to determine the area of distribution. Clerk to contact the local school for involvement of children. It was resolved that Hartell NB Construction should carry out the repairs to the gate and the soft play surface in the park. The price included the Town Council supplying materials but as this was not possible the Borough Council maintenance department should be contacted for supplies. Cllrs agreed to pay up to another £100 for this.

**v. Derek Graham**

Councillors requested that the Clerk re-contact Severn Trent. Councillors also noted that bolts for the Derek Graham swings need ordering so that installation can be completed. It was resolved that a spring in the gate to the park should be installed to prevent the gate from slamming repeatedly in the wind, at an expense of £50. Councillors noted that a full replacement of the gate could be required in future.

**9. Request from Tewkesbury in Bloom for use of Clean Space operatives**

Councillors accepted the proposal from Tewkesbury in Bloom to use Clean Space operatives for weed spraying for 6 hours in advance of the Tewkesbury in Bloom judging in July.

**10. Proposal by Richard Waters at TBC for a new sign at Newtown**

It was agreed that all councillors should receive a letter explaining the proposal and inviting them to comment on it.

**11. Emergency Plan update from Town Clerk**

Councillors agreed that the emergency plan will be presented on Thursday 21<sup>st</sup> July 2016 at 6:30pm to all councillors.

**12. Budget Position update from Town Clerk**

Councillors received and accepted the budget position update.

**13. Feedback from Gloucestershire County Council regarding ownership of local bus shelters**

Councillors requested that the insurance schedule be updated to reflect the ownership by Tewkesbury Town Council of all bus shelters within the parish boundary.

**14. Cllr Aldridge to deliver report from Severn Trent**

Cllr Aldridge was unable to attend the meeting, so Councillors received an update from the Clerk on the work at by Severn Trent at Derek Graham park.

## **15. Other reports from Town Clerk**

### **i. Change of hours and job specification for Clean Space contract to March 2017**

It was agreed that a working group would meet to design a work study project for weed spraying in the Town. Weed spraying cannot take place in certain weather conditions and would happen between 5am and 8am to keep away from members of the public. Councillors requested that the Clerk contact her counterparts at Northway and Wheatpieces with reference to the cleaning of bus shelters to inquire about their cleaning contractor. Councillors also requested that the Clerk contact Amber Cleaning for a quote and bring a report to the next meeting.

### **ii. Gloucester Road CCTV signage**

Councillors noted that CCTV signage has been installed outside the Gloucester Road toilets to deter recent antisocial behaviour.

### **iii. Final balance summary of income and expenditure 2016/2016 report**

Councillors received the income and expenditure report for the previous financial year.

*The meeting closed at 9:00pm*