

**MINUTES OF THE ENVIRONMENT & AMENITIES COMMITTEE HELD ON  
TUESDAY 26<sup>th</sup> JULY 2016, AT 6PM**

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

**1. Apologies**

- i. Cllr A Smith

**2. Declarations of Interest**

Name	Interest
Cllr M Sztymiak	Tewkesbury Borough & County Councillor

**3. Dispensations**

*None*

**4. Minutes of the Environment & Amenities Committee held on 21<sup>st</sup> June 2016**

Resolved that the minutes of the meeting be agreed as a correct record.

**5. Work Programme – delivered by Chairman**

The Chairman presented an excel spread sheet of the Environment & Amenities work programme. This will be a working document which corresponds to the budget set in each cost centre. It will be updated by the Town Clerk and the Chairman on a continual basis and will provide prompts for agenda items. The work programme will also provide information to be included in the Annual Assembly Report.

**6. Inventory (Litter Bins & Dog Bins) update from Town Clerk and requests for replacement bins**

- i. St Margaret's Walk: Litter Bin – to go ahead.

**7. Play Areas updates from Town Clerk**

- i. Warwick Place
  - Residents survey – to be discussed during Report of meeting with HOPP.
  - Soft play surface has been fixed and gate has been welded.
  - Clerk to extend the existing grass cutting contract for 6 months and then invite tenders from new suppliers. The Clerk was given guidance on the details to be included in the specification.
  - The Clerk informed the Committee that the now closed group 'Friends of Priors Park' have donated their remaining funds of £789.21 to Tewkesbury Town Council for use in the future development of the Warwick Place Park.

## ii. Mitton

- The Clerk has arranged to meet with the play equipment contractor on site on 4<sup>th</sup> August at 2:30 pm to discuss timescales, working hours, logistics and to meet the Contracts Administrator and Site Foreman.
- Vandals have removed warning signs from the roundabout and the Clerk will investigate reinstating these. She produced some information on Heras fencing as recommended by the Borough Council and this will be considered at the next meeting.

## iii. Derek Graham

- Gate – Local residents are still complaining about the noise and the Chairman will visit the Park to investigate and report back at the next meeting.
- Councillors mentioned antisocial behaviour reports on Facebook. Clerk to investigate and report to the Police if necessary.

## 8. Report on Councillors meeting with Chairman of Heart of Priors Park

Cllr Simon Raywood reported that he and Cllr Sztymiak had met with the Chairman and hoped, through their working together, to build confidence in the Town Council. It was agreed that the Heart of Priors Park Group will design and deliver the residents survey once they have received input from the Town Council. HOPP will also contact the local school for involvement by local children. Councillors Raywood and Sztymiak also requested that the results of the Survey be shared with the Town Council. TTC will then activate the procurement process using the survey results to create a specification. Once a preferred bidder has been chosen the Council will begin to raise funds alongside this community group. The Clerk was directed to contact Andy Noble at TBC with reference to land ownership. It was decided that the Heart of Priors Park would not be an “outside body” of the Council but that Town Council involvement with this group would be defined as a community engagement project.

## 9. Agreement of new sign at Newton

The Town Clerk to contact Richard Waters at GCC and pass on Councillor’s comments to him.

## 10. Emergency Plan Update

The Chairman produced a report. The meeting had gone ahead and the following Councillors attended Cllrs P Aldridge, K Brennan, M Sztymiak, P Clatworthy and H Burns. The Chairman produced a list of required changes to be made by the office team.

## 11. Budget Position Update

The Clerk explained that due to an accounting system overhaul the budgets had not been updated yet. The Chairman requested that the Clerk produce a report on the total so far spent on bins ready for the next meeting.

## **12. Proposed new bus shelter arrangements at the Roses Theatre from GCC**

TTC were happy to adopt this shelter. The hanging basket posts belong to Tewkesbury in Bloom. Jonathan Roberts to contact John Badham to discuss the posts being removed.

## **13. To consider flyposting by-laws and the policy of the Town Council**

The Town Clerk will ask TBC what their policy is and report back to the next meeting.

## **14. Restoration of the public benches on the High Street**

The Clerk reported that restoration of the benches on the High Street would no longer be funded by a private company. The Committee summarised the work required as 4 benches on the High Street and 1 by Boots. Cllr Burns will investigate the use of recycled plastic slats in the existing benches before the Clerk looks at other options.

## **15. Emergency repairs to the taps in the public toilets**

The Committee decided that an isolator should be put in immediately to stop the water and that the cubicle should be closed until two further quotes can be obtained for work to the taps. The Clerk was directed to contact TBC and ask them to recommend a plumber for one of the quotes.

The meeting ended at 8:30 pm.