

**MINUTES OF THE ENVIRONMENT & AMENITIES COMMITTEE HELD ON
TUESDAY 18TH OCTOBER 2016, AT 6PM**

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

1. Apologies

- i. Cllr K Brennan
- ii. Cllr A Smith

2. Declarations of Interest

Name	Interest
Cllr M Sztymiak	Tewkesbury Borough & County Councillor

3. Dispensations

None

4. To approve the minutes of the extraordinary meeting held on 7th July 2016

Resolved that the minutes of the meeting be agreed as a correct record. The Clerk was instructed to call a further extraordinary meeting on the 16th November to prepare the specification for the cleaning and maintenance contract.

5. To approve the minutes of the meeting held on 6th September 2016

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

6. Work Programme

Councillors noted the current work programme and made amendments to reflect completed work.

7. To receive an Inventory update

It was resolved to ask the member of the public concerned where in St Margaret's Walk they would like the bin to be situated.

8. To approve the number and style of benches in the Tewkesbury Town Council memorial benches policy

Councillors resolved to use recycled plastic benches in black and green at a cost of approximately £425 plus VAT. It was noted that families would pay for the bench with the Council paying for installation in existing sites and families paying if the site is new.

9. Play Areas updates from Town Clerk

i. Warwick Place

Committee members resolved to replace the bench in the park with the same model of bench as that installed at Mitton Play Park. The Clerk was instructed to action this request as soon as possible.

The Clerk informed the councillors that Heart of Priors Park had received only a few replies to their residents' survey and that their chairman Gav Preedy was having plans drawn up in partnership with a number of potential contractors. The Council had also received grant information and expressions of interest from other contractors who wished to carry out future work.

ii. Mitton

The Clerk informed councillors that the open day for the park would be held immediately after the safety inspection which was scheduled for the week commencing 24th October. The contractor Jupiter Play had provided a report on the works which was made available to councillors. Councillors agreed to fund a new free standing sign for the park at the cost of £200.

iii. Derek Graham

It was noted that the repairs to the tyre swing at the park were awaiting the arrival of parts before they could commence.

10. To receive the Playground Inspection Report

Councillors noted that the dome climber in Warwick Place Park was in need of repair and resolved that the caretaker would meet the park inspectors at the park to consider the works required. It was also noted that the gate buffer had a loose railing that required maintenance.

11. To receive the Budget Position update

Councillors noted the contents of the Budget Position update.

12. To decide a design and location for Notice Boards

The Clerk provided Councillors with examples of potential Notice Board designs along with associated costs. It was noted that both metal and wood boards were available for installation with either freestanding legs or wall mounts. Councillors resolved to create a specification for Notice Boards of metal double size lockable cabinets, with freestanding legs and perspex screens. They also requested that the design lack handles. The Clerk was asked to approach other Clerks for guidance on the best cabinet suppliers and consider recycled materials.

i. Stonehills

Councillors resolved that the Notice Board would be located next to Margaret's Camp.

ii. Lincoln's Green Lane

Councillors resolved that the Notice Board would be located next to Tewkesbury Borough Council premises on small green.

iii. Priors Park

Councillors resolved that the Notice Board would be located in Warwick Place Park.

13. To discuss Tewkesbury Borough Council's Environmental Warden Scheme

Councillors noted that the scheme described was a Borough Council responsibility which nonetheless required parish input. It was noted that the job description provided does not guarantee a measured reduction in mess. It was suggested that Tewkesbury Borough Council look at adopting the Clean Neighbourhood Act's provisions.

It was furthermore noted that Tewkesbury Town Council's £3000 investment could increase if other parished opt out. Councillors asked that the Borough base its estimate on population size, rather than precept figures. It was agreed that the principle of shared services between parishes was a good idea.

14. To receive an update on holiday cover for toilet cleaning

The Clerk informed councillors that the total cost of holiday cover was £288, with the two staff provided by Cleanspace at that time having worked a total of 16½ hours of holiday cover in addition to their typical contracted hours.

15. To receive the DRAFT grass cutting specification

Councillors received the draft grass cutting specification and made a number of amendments to its content. The Clerk was asked to advertise the specification on Facebook and elsewhere online to solicit interest.

16. To receive an update from the Bredon Road Parks meeting

Councillors agreed to defer this item until the next meeting.

The meeting ended at 9:00pm