

TEWKESBURY TOWN COUNCIL

MINUTES OF THE ENVIRONMENT AND AMENITIES COMMITTEE HELD ON

TUESDAY 9th January 2018, at 6.00 PM

MINUTES

Present: Councillors S Raywood (Chair), M Sztymiak, H Burns, C Danter (Deputy Mayor) and S Carter
D Hill (Locum Clerk)

Also present: Two members of the public and Alex Brady, Boxer FM

Before the meeting started Alex Brady gave an update on the Facilities Management contract from Boxer's perspective.

The meeting started at 18:50 due to not being quorate until this time.

(numbering one out from the agenda due to co-opting SC)

1. It was proposed that Cllr Carter be co-opted to the Environment & Amenities Committee to enable the Committee to be quorate to enable the Committee to transact business in accordance with the agenda. Proposed by Cllr Danter, seconded by Cllr Burns. Unanimous, **motion carried.**
2. **To receive apologies**
Apologies were received from Cllrs P Clatworthy, K Powell and A Smith
3. **To record declarations of interest**
None received.
4. **To consider requests for dispensations**
None received.
5. **To approve the minutes of the meetings held on 17th October 2017**
The Minutes of the meeting held on 17th October 2017 were approved. Proposed by Cllr Burns, seconded by Cllr Danter. Unanimous, **motion carried.**
6. **Matters arising from the Minutes**
 - List of retained contractors to be circulated to all committee members.
 - A meeting has been arranged with Barnwood Trust on Thursday 11th January to discuss grant funding for the Warwick Place play park project.

Action

Administration
support officer

<ul style="list-style-type: none"> The new Community Connexions bus service for Tewkesbury commenced on 5th January 2018. 	
<p>7. To receive correspondence relating to the Environment & Amenities Committee Cllr. Raywood reported there had been a considerable number of emails in relation to the Winter Plan. Cllr. Raywood to circulate an email from Simon Hopkins regarding the Tewkesbury Flood Indicator app. An email has been received from Bill Adie concerning Project Alleycat.</p>	<p>Action</p> <p>Councillor S Raywood</p>
<p>8. To review the work programme The work programme was reviewed.</p>	
<p>9. To form a CCTV update working group and determine the terms of reference Cllr Burns offered to liaise with Upton Upon Severn Town Council and Gloucestershire Market Towns Forum to fact find regarding upgrading the CCTV.</p>	
<p>10. To receive income & Expenditure and Budget Reports for October, November and December 2017 Item has been deferred until the next meeting.</p>	
<p>11. To note the Playground Inspection Report Analysis from Tewkesbury Borough Council (previously emailed to members) and agree remedial measures required Item has been deferred until the next meeting.</p>	
<p>12. To receive updates on Play Areas</p> <ul style="list-style-type: none"> a) Derick Graham Memorial Park b) Mitton Play Area c) Warwick Place Play Area <p>Item has been deferred until the next meeting.</p>	
<p>13. To consider the replacement of street furniture within the Parish The missing dog bin at Station Lane needs to be replaced. If possible this will be replaced with the existing dog bin at Orchard Court or if that is not possible then a new bin will need to be purchased.</p>	<p>Administration support officer</p>
<p>14. To receive an update on the Youth Services Survey and agree on the next steps to be taken on the TTC Youth Provision Item has been deferred until the next meeting.</p>	
<p>15. To discuss and agree the committee budget for Financial Year 2018/19 for referral to the Finance & Staffing Committee The draft committee budget will be forwarded for consideration to the Full Council meeting on 15th January 2018.</p>	
<p>16. To receive an update on work to prevent movement of paving slabs adjacent to the Spring Gardens public toilets Item has been deferred until the next meeting but in the meantime the issue will be investigated.</p>	<p>Administration support officer</p>
<p>17. To receive an update on the baby changing door at Spring Gardens public toilets</p>	

It was resolved to repair the lock on the baby changing door at a cost of up to £500. Proposed by Cllr Sztymiak, seconded by Cllr Danter. Three in favour, two abstained, **motion carried.**

Action

- 18. To review the performance data from April 2017 to December 2017 for Cleaning and Maintenance Contract and to make a recommendation to Full Council for the review of the contract**
The performance data was not available. Item deferred until the next meeting.
- 19. To discuss and agree the scope of the amended Winter Plan**
Item has been deferred until the next meeting.
- 20. To note the appointment by the Clerk under emergency powers of Gloucestershire Electrical Services to attend to emergency lighting at Gloucester Road public toilets and provision of hot water and electricity at Spring Gardens public toilets**
Noted.
- 21. To note receipt of the Active Together Grant Funding for Warwick Place on 15th February 2018 and to agree to request to the Finance & Staffing Committee that £5,000 be earmarked for this project**
The receipt of the funding was noted and the request to earmark the funds will be referred to the Finance & Staffing Committee being held on 25th January 2018.
- 22. Cheques for signature**
Cheques were reviewed and will be approved at the Finance & Staffing Committee meeting on 11th January 2018.

Cllr Danter left at this juncture so therefore the meeting became inquorate. The meeting closed at 19.40.

Signature of Chairman

Date