



**TEWKESBURY TOWN COUNCIL**

**MINUTES**

*of the*

Environment & Amenities Committee meeting held on 5<sup>th</sup> March 2019  
*In the Mayor's Parlour at the Town Hall, High Street, Tewkesbury*

**Present:** Cllrs S Raywood (Chair), J Raywood, C Danter (Mayor), M Sztymiak, S Franklin, K Powell

**In attendance:** J King (Assistant to the Town Clerk), 3 members of the public

**E&A 18/117 To receive apologies for absence**

Cllr S Carter & Cllr Walker (hospital appointment)

**E&A 18/118 To record declarations of interest**

Cllr Sztymiak declared an interest in item 18 as a Borough Councillor.

**E&A 18/119 To consider requests for dispensations**

None received.

**E&A 18/120 To approve the Minutes of the meeting held on 15<sup>th</sup> January 2019**

It was **RESOLVED** to approve the minutes.

Proposed by Cllr J Raywood, seconded by Cllr Danter.

**E&A 18/121 Matters arising from the minutes – for information only**

**18/053 Arrivall Public Art work** – Ongoing

**18/083 Correspondence regarding purchase of the GIS system** – Ongoing

**18/083 Overgrown paths** - Ongoing

**18/083 Mythe Speed Data**

**Action:** Cllrs S Raywood & Sztymiak to review and send results to the office

**18/094 Playground inspections** – Assistant to Town Clerk attended training course on playground inspection. Additional information has been requested from the Borough Council. **Action:** Ongoing.

**18/103 Boules Court** – A Cllr has suggested the Town Hall garden as a suitable location.

**18/104 Income report query** – raised and resolved at Full Council meeting

**18/104 Business rates for toilet blocks** – Simon Dix at Tewkesbury Borough Council has confirmed they are preparing for the removal of business rates on all toilet blocks from 1<sup>st</sup> April 2019.

**18/113 Public toilets in Tewkesbury** – letter has been sent to Fisher German – awaiting response.

**18/114 Maintenance of public toilets** – Ongoing.

**18/116 Neighbourhood development plan** - Ongoing



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**E&A 18/122 To receive correspondence relating to the Environment and Amenities Committee**

No correspondence had been received.

**E&A 18/123 Public Participation**

There were 3 members of the public in attendance.

A member of the public from Tewkesbury Park Residents Association spoke regarding item 18. They requested a noticeboard last December. The noticeboard usually purchased by Tewkesbury Town Council does not meet Tewkesbury Borough planning controls. Tewkesbury Borough Council have advised the individual that they are willing to order a noticeboard and install it, and asks that the Town Council fund it, as the advised cost is £974 + VAT which is within the original spend authorised by the Town Council.

A member of the public spoke regarding item 13. Regarding the smoking in bus shelters, will it just be stickers on bus shelters or will anyone enforce it – either by monitoring the town, CCTV or police patrol, particularly when teenagers are travelling to schools. They feel that it needs to be enforced.

It was RESOLVED to move items 13 & 18 forward in the agenda.  
Proposed by Cllr Sztymiak, seconded by Cllr Powell.

**E&A 18/124 To discuss and agree the erection of no smoking signs in applicable bus shelters under the Smoke-free (Signs) Regulations 2007**

Cllrs discussed the issue and agreed that no smoking signs were a compliance issue and also served as a reminder to the public that bus shelters are a public space. There are six bus shelters that require signage under the Smoke-free (Signs) Regulations and ten more that require simple no smoking signs.

**Action:** Ask neighbouring parishes if they have erected no smoking signage and liaise with GCC regarding Stonehills and clear channel shelters.

It was RESOLVED to erect no smoking signs in applicable bus shelters under the Smoke-free (Signs) Regulations 2007.  
Proposed by Cllr Franklin, seconded by Cllr Danter.

**E&A 18/125 To discuss and agree the next steps regarding the noticeboard for Lincoln Green**

The Town Council received correspondence from the Borough Council regarding the noticeboard for Lincoln Green on 4<sup>th</sup> March. The location referred to; adjacent to the vehicular issue to the Borough Council offices, is not one that was originally discussed with the Town Council and although the Town Council continue to have reservations about the location, they accept that this is where the Borough Council and Residents Association wish to install the noticeboard.



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The preferred design is a noticeboard that will match the wayfinder signs. The Town Council have requested details from the Borough Council but these have not yet been received. The noticeboard is the same size as the originally proposed noticeboard (2 panel, fitting 12 A4 sheets).

The Borough Council have requested that the Town Council donate the noticeboard to them, in order to remove the need for a licence and any legal agreement. Councillors continue to have concerns regarding releasing the ownership, as it then becomes a community noticeboard that the Town Council has paid for. Councillors would prefer that the Town Council remains the owner and that the normal procedure is used for placing notices within it.

It was **RESOLVED** that subject to the committee seeing and agreeing the proposed noticeboard design and cost, and Tewkesbury Town Council remaining the owner of the noticeboard, it would purchase a noticeboard for Lincoln Green in the requested design. Authority was delegated to the Chairman to deal with this matter on behalf of the committee.

Proposed by Cllr Danter, seconded by Cllr Powell.

***E&A 18/126***    **To review the work programme**

The work programme was reviewed. The following actions have been completed:

- Councillor to accompany TBC inspectors to play areas
- Maintenance required on the roof of Boots Bus Shelter
- Discuss the Committee Budget for the financial year 2019/20

***E&A 18/127***    **To receive Income and Expenditure Reports for December 2018 & January 2019**

The Income and Expenditure Report for December 2018 & January 2019 were received.

***E&A 18/128***    **To receive the committee Budget Report**

The Budget Report was received.

***E&A 18/129***    **To approve the payments list**

It was **RESOLVED** to approve the payments list.

Proposed by Cllr J Raywood, seconded by Cllr S Franklin.

***E&A 18/130***    **To receive updates on Play Areas and agree actions**

- Derrick Graham Memorial Park
  - Waiting for erosion under slide to be repaired
- Mitton Play Area
  - Sand to maintain artificial grass has been applied.



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- Warwick Place Play Area
  - Pocket Parks Grant for £23,500 has been awarded.
  - Awaiting result of Barnwood Trust grant application.
  - Application for a grant has been made to GPFA

Cllr Sztymiak left the meeting to attend the Public Meeting re: Chance Street.

**E&A 18/131 To agree to contribute 50% of the repair costs of the noticeboards at the George Watson Memorial Hall**

It was RESOLVED to agree to contribute 50% of the repair costs of the noticeboards at the George Watson Memorial Hall at a cost of £400.  
Proposed by Cllr J Raywood, seconded by Cllr Franklin.

**E&A 18/132 To discuss and agree next steps regarding a request from Wheatpieces Parish Council for an additional litter bin on Jubilee Way**

It was RESOLVED to install an additional litter bin on Jubilee Way, subject to Tewkesbury Borough Council confirming that they have capacity to empty an additional bin.

Proposed by Cllr Powell, seconded by Cllr J Raywood.

**Action:** Assistant to the Town Clerk to ask Wheatpieces Parish Council if they would contribute 50% of the cost.

**E&A 18/133 To discuss and agree next steps regarding the vandalised dog waste bin on Link Road, Prior's Park**

See item 18/134

**E&A 18/134 To discuss and agree the next steps regarding the provision of dog waste and litter bins on Tewkesbury Park Estate**

It was RESOLVED to relocate the large bin in the field by the hedge to Lincoln Green Lane. Proposed by Cllr Powell, seconded by Cllr Danter.

It was RESOLVED to buy a larger capacity dual use bin for the entrance to the Bloody Meadow and use the existing dog waste bin to replace the vandalised dog waste bin on Link Road. Proposed by Cllr Powell, seconded by Cllr Danter.

**E&A 18/135 To discuss and agree the next steps regarding bus shelter cleaning**

Cllrs agreed that bus shelters required cleaning before the installation of no smoking signs. A complaint has been received about the cleanliness of the Queen's Road bus shelter.

It was RESOLVED to spend £35 to clean the Queen's Road bus shelter.  
Proposed by Cllr Franklin, seconded by Cllr Danter



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**E&A 18/136 To review and agree the list of road repair priorities submitted by Councillors to be returned to Gloucestershire County Council Highways department**

Three additional areas were added to the list:

- Church Street – issue with crumbling top layer and drain level
- Water Works entrance is prone to flooding
- Clarence Road in Prior’s Park needs resurfacing

**Action:** Assistant to the Town Clerk to return the updated list to Gloucestershire County Council Highways Department.

The meeting closed at 7.15pm

Signature of Chairman upon approval of the minutes .....9<sup>th</sup> April 2019