

**TEWKESBURY TOWN COUNCIL
ENVIRONMENT & AMENITIES COMMITTEE
TUESDAY 4TH JULY 2023**

To: Members of Environment & Amenities Committee: Councillors S. Raywood (Chairman), J. Raywood, M. Sztymiak, J. Baddams, C. Danter

You are summoned to attend a meeting of the Environment & Amenities Committee which will be held at Tewkesbury Town Hall, High Street, Tewkesbury on **Tuesday 4th July 2023 commencing at 6:00 pm.**

Members of the public and press are welcome to attend.



Debbie Hill
Town Clerk
27th June 2023

AGENDA

1. To receive apologies for absence.
2. To record declarations of interest.
3. To consider requests for dispensations.
4. To approve the minutes of the meeting held on 21st March 2023
5. Matters arising from the minutes – for information only.
6. Public Participation *(to provide members of the public/press with the opportunity to comment on items on the agenda or raise items for future consideration. In accordance with Standing Orders this will not exceed 12 minutes in total and 3 minutes per person.)*
7. Correspondence
8. To receive the committee budget report (including earmarked reserves)
9. To review the work programme & agree any actions
10. To receive updates on Play Areas and agree actions, including:
 - Replacement of swing seats at Warwick Place at a cost of £299.37
 - Application of sand to artificial grass at Mitton Play Area
 - Severn Trent reinstatement at Derek Graham Play Area
 - Refurbishment of Derek Graham Play Area
11. To receive an update on the vandalism issues at Spring Gardens
12. To discuss and agree the work to be undertaken on the Arrivall sculptures
13. To agree next steps for the repair / replacement of the Gupshill bus shelter
14. To consider the emergency / winter plan and update as required



TEWKESBURY TOWN COUNCIL

MINUTES

of the

Environment & Amenities Committee meeting

Held at Tewkesbury Town Hall on 21st March 2023 at 6pm

Present: Cllrs S Raywood (Chair), P Aldridge, J Raywood, P Jones, M Sztymiak, K Powell

In attendance: J King (Assistant Town Clerk)

E&A 22/047 To receive apologies for absence

None received.

E&A 22/048 To record declarations of interest

None received.

E&A 22/049 To consider requests for dispensations

None received.

E&A 22/050 To approve the minutes of the meetings held on 3rd January 2023

It was RESOLVED to approve the minutes of the meetings held on 3rd January 2023.
Proposed by Cllr Aldridge, seconded by Cllr J Raywood.

E&A 22/051 Matters arising from the minutes – for information only

19/036 Community right to bid – ongoing. Request resubmitted.

21/033 Arrival inspections – ongoing. New contractor found.

22/039 Ownership of land behind Gupshill bus shelter – ongoing.

22/044 Willow Tree at Derek Graham – pruning complete.

E&A 22/052 To receive correspondence relating to the Environment & Amenities Committee

Complaint has been received about the fence and tree pollarding at Derek Graham Play Area.

E&A 22/053 Public Participation

There was no public participation.

E&A 22/054 To receive the committee budget report (including earmarked reserves)

The budget was received and reviewed.

E&A 22/055 To review the work programme and agree any actions

The work programme was reviewed and the following items were discussed:

- Swap boxes: Door issue in Prior's Park was due to the wind – new clasp attached and no further issues reported.
- Ballast bin – last coat of paint required, then new vinyl sticker to be ordered.



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- CCTV signal issue – tree has been pruned, short term issue resolved, but would still be useful to move camera to be able to monitor other end of the toilet block.
- Legal process to adopt the benches on Link Road and St Mary's Road has proved extremely complex. Tewkesbury Borough Council will instead refurbish these benches within the 2023/24 financial year.
- The four remaining benches in the Anglo-American Remembrance Garden have been refurbished. There were 13 planks that were rotten and needed replacing, the additional cost for these was £624 (each plank is £48). Costs for wood have doubled in the last six months.
It was RESOLVED to approve the additional cost of £624 to repair the benches.
Proposed by Cllr Aldridge, seconded by Cllr J Raywood.
- Vandalism issues at the toilet blocks and in the Anglo-American Remembrance Garden have been reported to the police. The police will be progressing these issues based on recent evidence.
- The water fountain at Spring Gardens will be funded from the High Street Heritage Action Zone funding. It must be installed and invoiced by the end of March. It has not been possible to do this with a timer, but it will be possible for it to be isolated from the inside overnight if required.

E&A 22/056 To receive updates on Play Areas and agree any actions

i. Derek Graham Memorial Park

Update provided on restoration works, satisfactory conclusion has not yet been reached and discussions are ongoing with Severn Trent.

Fence repair quotation has been received at a cost of £1788.

It was RESOLVED to repair the fence at Derek Graham at a cost of £1788.

Proposed by Cllr J Raywood, seconded by Cllr Jones.

ii. Mitton Play Area

No major issues currently. Purchase of petrol jet wash will allow mossy areas under the fence to be removed.

iii. Warwick Place Play Area

Chain links require replacing on carousel. Greenfields have been instructed to do this work as it was identified as part of annual play equipment inspection. This was the only medium risk item identified across the three play areas.

E&A 22/057 To agree a request for a grit bin on the corner of Walton Close / Brensham Road at a cost of £180

Following approval from GCC Highways for the location of the new grit bin, this request has come to the Committee to fund the purchase of the bin.



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It was RESOLVED to purchase a grit bin for the corner of Walton Close / Brensham Road at a cost of £180.

Proposed by Cllr J Raywood, seconded by Cllr Powell.

E&A 22/058 To consider a request for a mixed waste bin near Manor Place as requested by Ubico at a cost of £200

It was RESOLVED to purchase a mixed waste bin to be located near Manor Place as requested by Ubico at a cost of £200.

Proposed by Cllr Sztymiak, seconded by Cllr Jones.

E&A 22/059 To agree the number of Play Ranger sessions for 2023/24

Play Ranger sessions are approx. £545 per session. Forward budget has £3500, earmarked reserves have £4105. Both summer and winter sessions have been well attended. Report for winter sessions was received.

This year the Council have funded seven sessions – four in the summer, one in autumn half term, one in February half term and one at Easter. Providing the same this year would cost £3815.

It was RESOLVED to run seven sessions of Play Rangers during 2023/24 at a cost of £3815. Proposed by Cllr Jones, seconded by Cllr Powell.

A discussion was had about location. Would like to split the locations in the summer between Derek Graham and the Vineyards. There is an issue with the provision of toilets at Derek Graham, as the Play Rangers have nowhere to go.

Action: Ask Boys Brigade if they could use there.

E&A 22/060 To agree the purchase and installation of a new noticeboard for Newtown up to a cost of £2000 in financial year 2023/24

It was RESOLVED to agree the purchase and installation of a new noticeboard for Newtown up to a cost of £2000 in financial year 2023/24

Proposed by Cllr Aldridge, seconded by Cllr J Raywood.

It was noted that the access will be on the grass and that stepping stones may be required. Monitor the situation once installed.

E&A 22/061 To agree the earmarked reserves at the end of the financial year 2022/23

EMR324 to be renamed E&A Noticeboards & Swap Boxes

It was RESOLVED to approve the following earmarked reserves:

300 Play Parks - all to EMR 325 Playground Projects

4590 - Projects - £5,000

4610 - Maintenance Mitton – £1,040

4620 – Maintenance Warwick Place - £1,461



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310 & 320 Spring Gardens and Gloucester Road Toilets

4450 Maintenance - £900 & £1,040 – transfer to EMR 333 Toilet block projects

310 Spring Gardens

4550 Water - £1,500 to new EMR 'E&A Toilet Block Utilities'

340 Outside Spaces

4750 – CCTV – £2,000 to new EMR 'E&A VAS Repairs'

4755 – Tree Maintenance - £500 towards fence damage at DG – Transfer to EMR 331

4765 – Emergency Plan - £750 for pea gravel for bins – Transfer to EMR 332

4780 – Bus Shelter - £1,882 for Odessa bus shelter – Transfer to EMR 335

4795 – Noticeboards - £261 to fund swap boxes – Transfer to EMR 324

Proposed by Cllr J Raywood, seconded by Cllr Jones.

E&A 22/062 To discuss and agree any steps regarding the Vehicle Activated Sign that requires repair

The costs for repairs are as follows:

£55 to ship and assess repairs. Maximum of £1,200 on repairs.

New signs cost between £3,000 and £3,400.

It was RESOLVED to approve the return and repair of the Vehicle Activated Sign.

Proposed by Cllr Aldridge, seconded by Cllr Jones.

E&A 22/063 To agree the next steps for the swap boxes

Request has been made for a swap box at the Town Hall, Buildings & Moorings have approved, but it would need to be free standing. A location has also been agreed for the Stonehills box. No feedback on the land ownership in Mitton yet.

Cllr Cody has offered to fund the Town Hall as a County Councillor.

Ledger code 340/4795 to be renamed Noticeboards & Swap Boxes

It was RESOLVED to approve the building of two swap boxes at a cost of £150 each for Stonehills and Mitton.

Proposed by Cllr J Raywood, seconded by Cllr Powell.

E&A 22/064 To consider and agree any actions regarding a suggestion from the Climate change working group to create bee friendly corridors in Tewkesbury

Idea was welcomed, but needs further development. It was noted that the process for creating a wildflower area requires the ground to be scarified and properly prepared in order to be the most successful. Potential areas include St Mary's Lane Mooring (refer to Buildings & Moorings) and the edges of Derek Graham (once fence repairs have been carried out).



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Costs for wildflower seed are high (around £100-140 per kilo) and a suggestion was made that it may be available more cheaply through the RHS.

Action: Cllr J Raywood to investigate.

Action: Contact Tewkesbury in Bloom to find out what they are doing re: bee friendly planting and corridors.

E&A 22/065 To approve the payments list

It was RESOLVED to approve the payments list totalling £38,763.48

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

The meeting closed at 19.16.

Next meeting: 4th July 2023 at 6pm. This has moved from the proposed date of 23rd May, as the committees will only be appointed on 22nd May.

Signature of Chairman upon approval of the minutes 4th July 2023

DRAFT

Notes for Environment & Amenities Committee Meeting – July 2023

Completion of bench refurbishment at Queen's Road / Link Road junction



New bus shelter at the Odessa



New bin installed at Manor Place



New noticeboard in Newtown



Costs for repairs to the Arrivall sculpture

Copper capping of end grain and horses backs. Using copper strips and nails. Two days labour making strips patches and material costs. £600

Clear preservative coating of complete sculptures. Two days labour + 10lts of preservative. £500

Grind off excess threads. Make and fit new bolt oak covers. Tighten bolts. Two days labour and materials £600

Earmarked Reserves

Account	Opening Balance	Net Transfers	Closing Balance
320 EMR B&M 64 BS Maintenance	20,264.00		20,264.00
321 EMR B&M Town Hall Gardens	250.00		250.00
322 EMR B&M Moorings Prior's Court	19,894.23		19,894.23
323 EMR B&M Moorings Maintenance	0.00		0.00
324 EMR E&A Noticeboards & Swapbox	1,708.00		1,708.00
325 EMR E&A Playground Projects	20,105.00		20,105.00
326 EMR E&A Youth	4,105.00		4,105.00
327 EMR FIN Asset Management Proj	0.00		0.00
328 EMR B&M War Memorial	6,875.73		6,875.73
329 EMR SH Severn Ham	6,140.00		6,140.00
330 EMR E&A CCTV	2,500.00		2,500.00
331 EMR E&A Tree Maintenance	5,650.00		5,650.00
332 EMR E&A Street Furniture	3,050.00		3,050.00
333 EMR E&A Toilet Block Project	3,108.00		3,108.00
334 EMR E&A Gloucester Road Maint.	0.00		0.00
335 EMR E&A Bus Shelters	2,640.00		2,640.00
336 EMR FIN Regalia	0.00		0.00
337 EMR FIN Website	2,160.00		2,160.00
338 EMR FIN Professional	5,237.00		5,237.00
339 EMR FIN Legal	14,087.00		14,087.00
340 EMR FIN Elections	4,000.00		4,000.00
341 EMR FIN Tourism & Marketing	1,474.00		1,474.00
342 EMR FIN Newsletter	1,500.00		1,500.00
343 EMR SH Weeding	10,000.00		10,000.00
344 EMR SH Severn Ham Tree Maint	8,000.00		8,000.00
345 EMR SH Hay Sowing Project	8,675.00		8,675.00
346 EMR SH Footpath Repairs	10,738.00		10,738.00
347 EMR PLA Comm. & Display	1,306.00	-1,306.00	0.00
348 EMR PLA Outreach Sessions	0.00		0.00
349 EMR B&M Moorings Projects	6,363.00		6,363.00
350 EMR B&M Watson Hall Lease *	20,000.00		20,000.00
351 EMR B&M Moorings St Mary's Rd	2,433.00		2,433.00
352 EMR FIN Insurance	0.00		0.00
353 EMR FIN Shop Windows Project	0.00		0.00
354 EMR B&M TH Maintenance	10,129.00		10,129.00
355 EMR B&M WH Projects	19,319.00		19,319.00
356 EMR B&M WH Bar Equipment	1,914.00		1,914.00
357 EMR B&M 64 BS Projects	11,219.00		11,219.00
358 EMR SH Mythe Nature Reserve	5,000.00		5,000.00
359 EMR PLA Community Devel Planni	2,500.00		2,500.00
360 EMR B&M TH Projects	26,627.00		26,627.00
361 EMR FIN Community Grants	622.00		622.00
362 EMR FIN Tewkes Live Music Fest	0.00		0.00
363 EMR B&M WH Maintenance	307.00		307.00
364 EMR B&M 64 BS Fundraising Proj	720.00		720.00
365 EMR FIN Events and Services	482.00		482.00
366 EMR B&M TH Equipment	870.00		870.00
367 EMR E&A Toilet Block Utilities	1,429.00		1,429.00
368 EMR E&A VAS Repairs	1,655.00		1,655.00
369 EMR STA Training	2,087.00		2,087.00

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<u>Account</u>	<u>Opening Balance</u>	<u>Net Transfers</u>	<u>Closing Balance</u>
	<u>277,142.96</u>	<u>-1,306.00</u>	<u>275,836.96</u>

	Actual Year To Date	Current Annual	Variance Annual	Committed Expenditure	Funds Available	Transfer to/from EMR
<u>300 Play Parks</u>						
4590 Projects	0	5,000	5,000		5,000	
4600 Maintenance - Derek Graham	1,788	2,123	335		335	
4610 Maintenance - Mitton	0	1,061	1,061		1,061	
4620 Maintenance - Warwick Place	0	1,592	1,592		1,592	
4630 Annual Playground Inspection	1,500	1,592	92		92	
Play Parks :- Indirect Expenditure	3,288	11,368	8,080	0	8,080	0
Net Expenditure	(3,288)	(11,368)	(8,080)			
<u>310 Spring Gardens</u>						
4450 Maintenance	328	3,183	2,855		2,855	
4550 Water	200	2,913	2,713		2,713	
4560 Electric	320	3,190	2,870		2,870	
4590 Projects	0	2,123	2,123		2,123	
Spring Gardens :- Indirect Expenditure	847	11,409	10,562	0	10,562	0
Net Expenditure	(847)	(11,409)	(10,562)			
<u>320 Gloucester Road</u>						
4450 Maintenance	0	1,857	1,857		1,857	
4550 Water	195	946	751		751	
4560 Electric	174	2,015	1,841		1,841	
Gloucester Road :- Indirect Expenditure	369	4,818	4,449	0	4,449	0
Net Expenditure	(369)	(4,818)	(4,449)			
<u>330 Cleaning & Consumables</u>						
4700 Cleaning & Maintenance Equip	0	1,592	1,592		1,592	
4710 Combined Consumables	524	2,653	2,129		2,129	
4720 Hygiene Contract	0	1,273	1,273		1,273	
Cleaning & Consumables :- Indirect Expenditure	524	5,518	4,994	0	4,994	0
Net Expenditure	(524)	(5,518)	(4,994)			
<u>340 Outside Spaces</u>						
4750 CCTV	3,375	5,000	1,625		1,625	
4755 Tree Maintenance	0	1,000	1,000		1,000	
4760 Street Furniture & Clock	100	6,000	5,900	290	5,610	
4765 EmergencyPlan/Adverse Weather	0	1,000	1,000		1,000	

Detailed Income & Expenditure by Budget Heading 27/06/2023

Month No: 3

Cost Centre Report

	Actual Year To Date	Current Annual	Variance Annual	Committed Expenditure	Funds Available	Transfer to/from EMR
4770 Youth Budget	0	3,500	3,500		3,500	
4775 Insurance - Arrivall	0	295	295		295	
4780 Bus Shelter	(6,205)	3,000	9,205		9,205	
4785 Parish Online	0	490	490		490	
4790 Grass Cutting	527	3,124	2,597		2,597	
4795 Notice Boards and Swapboxes	1,739	2,000	261		261	
Outside Spaces :- Indirect Expenditure	<u>(464)</u>	<u>25,409</u>	<u>25,873</u>	<u>290</u>	<u>25,583</u>	<u>0</u>
Net Expenditure	<u>464</u>	<u>(25,409)</u>	<u>(25,873)</u>			
Grand Totals:- Income	0	0	0			
Expenditure	4,564	58,522	53,958	290	53,668	
Net Income over Expenditure	<u>(4,564)</u>	<u>(58,522)</u>	<u>(53,958)</u>			
Movement to/(from) Gen Reserve	<u>(4,564)</u>					

Environment & Amenities Work Programme

Public Conveniences

Action	Status	Comments
Gander Lane Toilet Block	Closed	Changing Places toilet at Leisure Centre, requested added to map
Business rates for toilets	Closed	Law passed April 2021 - Rebate expected by end of June 2021, rebate received.
Replacement store room door / new doors at SG	Closed	Ordered July 2021, survey has been completed, store room door installed - work complete Dec 2021
Mural for boarded up doors at Spring Gardens	Closed	Completed Dec 2020 - mural now in Watson Hall garden
Road side doors repainted at Spring Gardens	Closed	Completed April 2020
Replace road side doors at Spring Gardens	Closed	Approved by Full Council in March 2022. Order placed. Doors finished November 2022
Door to baby change facility at Glos Road - damaged by wind	Closed	Repair complete
Mural to go on side of Spring Gardens	Closed	Competed November 2022
Baby change unit at Spring Gardens needs replacing	Open	Monitoring vandalism issues before replacing. Unit has been removed due to health & safety.

Play Areas

Action	Status	Comments
Apply for Green Flag Award	Closed	Decision not to apply for taken
Grant evaluation for Barnwood Trust	Closed	First evaluation submitted - January 2020
Annual play report items raised	Closed	High & Medium issues dealt with - monitor remaining
Cableway support to be replaced at Derek Graham	Closed	Work completed May 2020
New signs for Derek Graham and additional sign for Warwick Place	Closed	Completed September 2020
New cableway surface	Closed	Completed January 2021
Repairs to infinity bowl at Mitton	Closed	Instructed September 2020 - new bearings required
Removal of concrete bins at Warwick Place	Closed	Instructed November 2020
Request of ideas for next steps at Derek Graham	Open	Need to go back to the schools and restart this work, as it happened pre-covid
Installation of new seesaw at Derek Graham	Closed	Complete May 2021
Sand to be applied to artificial grass - Mitton	Closed	Complete March 2021
Gate to be moved at Warwick Place to allow better access	Closed	With Wicksteed to complete - no cost to TTC - April 7th & 8th
Request made to GCC to drop kerb at Warwick Place	Closed	Completed Summer 2022
Severn Trent waste pipe replacement at Derek Graham	Open	Started May 2021. Interim compensation of £900 received, further £200 being sent, not closed until reinstatement complete. Reinstatement work starting 16/4, ground needs rolling to level - currently too dry. ST contractors refusing to return to site to complete work.
New tree for Warwick Place	Closed	Planted April 2021 - Acer Princeton Gold - 7ft.
Repairs to rope and roundabout at Derek Graham	Closed	Issues raised in play report
Extension to slide wetpour at Derek Graham	Closed	Completed June 2021
Repair to collapsed wetpour at Derek Graham	Closed	Completed June 2021
H marking installation at entrance to Warwick Place	Closed	Highways completed - no cost to TTC
Replacement cableway support at Derek Graham	Closed	Completed August 2022
Replacement slide piece at Derek Graham	Closed	Completed August 2022
New tree for Warwick Place	Closed	Crimson King Acer, planted in November 2022

Fence repairs at Derek Graham	Closed	Completed May 2023	
CCTV			
Action	Status		Comments
Consider Upgrade of current CCTV System	Closed		Phase two (all but listed building cameras) upgraded in Feb 2021
Planning & listed building consent required for 2 CCTV locations	Closed		Installation expected October 20th - work complete
CCTV for Gloucester Road toilet block	Closed		
Assess need for future CCTV	Open		Relocation of cameras in Spring Gardens, TBC permission required
Tree interference on Oldbury Road	Closed		With GCC & TBC re: tree reduction took place. Long term, may need to consider relocation of cameras.
Bins			
Action	Status		Comments
Side doors missing from bins near Bell Hotel	Closed		Old style door - no longer available - spare door used from bin removed from Ashchurch Road
Side doors missing from bin on Back of Avon	Closed		Spare door installed
New bin outside One Stop	Closed		One stop have agreed to fund. Location agreed by TBC, installed June 2021
New bin for the Slingett / Lincoln Green Lane	Closed		Bin location agreed - TBC agreed to fund new bin
Replacement bin for Green Lane	Closed		Mixed waste bin installed
Replacement bin for Tewkesbury Nature Reserve	Closed		Mixed waste bin installed
Replacement of missing inner from bin on Oldbury	Closed		Inner replaced under delegated authority £68
Combine dog waste & bin on Ashchurch Road / Walton Cardiff Lane	Closed		Completed Jan 2021
Churchill Grove bin base removal	Closed		Complete
Replacement bins for Derek Graham Play Area	Closed		Complete - installed Feb 2021
Refurbishment of dog bins throughout the Town	Closed		First set completed Feb 2021, second set completed Feb 2022
New dog bin required for Vineyards entrance	Closed		Current bin rusted with sharp edges. Replacement ordered under delegated authority - March 2022 - Installed April 2022
Rust treat and refurbish ballast bin at Tewkesbury School	Open		Work complete - new vinyl sticker to be applied
Replacement bin - Ashchurch / Springfield	Closed		Installation w/c 25 April
Replacement bin - Gannaway Lane	Closed		Installation w/c 25 April
New bin - St John's Bridge - heritage style	Closed		Installed January 2022
New bin - Springfield (replacing dog waste bin)	Closed		TBC replacing via s106 money
New side panel for bin in Anglo American Garden	Open		Side panels no longer available - unable to salvage one from damaged bin, different hinge fitting. Will fill and repaint.
New bin for St Mary's Road car park (heritage style)	Closed		Complete
New mixed waste bin to replace dog bin in football field near leisure centre	Closed		Completed November 2022
New bin for Northway Lane	Open		Bin on order - TBC will install on arrival
Bin being moved from Station Rd car park to end of cycleway	Open		TBC carrying out work - no cost to TTC
New bin for Manor Place	Closed		Installed April 2023
Bus Shelters			
Action	Status		Comments
Bus shelter cleaning	Closed		New provider instructed for 2023/2024 - 3 times a year clean
Installation of no smoking signs	Closed		Complete

Replacement of scratched panels	Closed	Ordered Jan 2021 - 1 x opposite Council offices, 1 x outside Morrisons - Complete March 2021
Bench for Gupshill bus stop	Closed	Installed October 2021
Bus shelter for Odessa	Closed	50:50 grant given - order placed. Installed 19th June 2023
Replacement bus shelter for Gupshill	Open	Question re: visibility raised. Answer will influence new roof / new bus shelter decision
Benches		
Action	Status	Comments
Refurbishment of benches on Back of Avon	Closed	Completed
Repair to bench on Canterbury Leys	Closed	Completed
Repair to bench on Severn Ham	Closed	Completed - Feb 2021
Repair to Barton Court Road bench	Closed	Completed - Feb 2021
Repair to Town Hall Garden bench	Closed	Completed - August 2021
Wooden benches on High Street, Church Street, Chance Street & Back of Avon need a coat of protective finish	Closed	Completed - Summer 2022
Refurbishment of Arundel Road bench	Closed	Completed - September 2022
Adoption of St Mary's Road & Link Road benches	Closed	TBC carrying out work in financial year 2023/2024 instead of adoption
Four benches in Anglo American garden to refurbish	Closed	Repairs complete Spring 2023
Noticeboards		
Action	Status	Comments
Discuss with TBC about placement of a noticeboard at Lincoln Green Lane	Closed	Installed May 2020
Purchase of Noticeboard for Lincoln Green Lane	Closed	Installed May 2020
Purchase of Noticeboard for Severn Ham (Abbey Mill)	Closed	Installed Dec 2020
Purchase of Noticeboard for Stonehills	Closed	Installed Feb 2021
Bishops Walk Noticeboard - consider taking on	Open	Board owned by TBC. HAZ are looking to replace this board as part of their work
Options for Mitton noticeboard	Closed	Installed December 2022
Options for Newtown noticeboard	Closed	Highways have given permission. Purchase in 2023/24 financial year, installed May 2023
Emergency Planning/Adverse Weather Planning		
Action	Status	Comments
Emergency Plan Working Group Formulated to produce new Plan.	Closed	Plan updated and folder updated
Acquire new sandbags for ballast bins	Open	TBC to provide sandbags, once repairs and location agreed
Other		
Action	Status	Comments
Work required on trees at Warwick Place & Derek Graham play areas	Closed	Work completed 7th September
Work required on diseased whitebeam on Back of Avon	Closed	Section 211 granted for work to start - diseased bough removed, rest of tree in good condition
Pollarding of trees on edge of Derek Graham	Closed	Work agreed 50:50 split with GCC. Work completed 6/12/22
Youth Services - Youth Council	Open	GCC setting up Youth Council - on hold due to Covid. Brockworth have set up Youth Council
Request for community bulb planting at Warwick Place	Open	Permission given for bulb planting around noticeboard - £50 allocated in May 2022 meeting
Street furniture condition inspection	Closed	Completed October 2020
Smart Clock	Closed	Finally completed - September 2021