



NEWPORT (Shropshire) TOWN COUNCIL

DRAFT UNTIL SIGNED AT SUBSEQUENT MEETING

MINUTES OF A MEETING OF

THE LEISURE & ENVIRONMENTAL SERVICES COMMITTEE

held on

Wednesday 18th April 2018

at

The Guildhall, High Street, Newport

PRESENT: Cllrs: Pryce - Chairman
Borrett
Eggerton
Forrester
Nelson
Perry
Mr Elkes
Mr Cooper
Mrs Jane Stiles

IN ATTENDANCE: Cllr Fowler (Town Mayor)
Cllr Scott (Deputy Mayor)
Lee Jakeman (Town Clerk)
Louise Tunks (Cemetery & Amenities Officer)

ABSENT Mr Thomas

L&ES/51/17-18 APOLOGIES FOR ABSENCE - Nil

L&ES/52/17-18 DECLARATIONS OF INTEREST - Nil

L&ES/53/17-18 PUBLIC SESSION - Members **RESOLVED** to suspend the meeting to take comments from the Public. The following is a summary of the matters raised by members of the public:

Name	Tracie Cherrington
Subject	Christmas Light Switch-on
Summary	Explained that she would like to see the Christmas Light Switch-on event enhanced and requested support/ permission /advice on how to run a Christmas market in conjunction with the Town Council switch-on event. The Clerk advised the resident to visit the Guildhall during normal office hours to discuss the matter.

L&ES/54/17-18 MINUTES - Members **RESOLVED:**

That the minutes of the meeting held on Wednesday 24th January 2018 be approved as a true record and be duly signed by the Chairman.

L&ES/55/17-18 Telford & Wrekin Council (TWC) grounds maintenance and cleansing service – Members considered a report and a draft response to the TWC cleansing service questionnaire **attached**. Members considered the available options and **RESOLVED**

Submit the questionnaire with expression of interest in:

**Additional grass cutting
Rights of Way maintenance
High Street Pavement Cleaning
Watering (hanging baskets)
High Street additional Litter picking/cleansing**

L&ES/56/17-18 FINANCE - Members noted a copy of the latest L&ES income & expenditure report.

L&ES/57/17-18 CANAL TRUST - Members noted a report from the Shrewsbury & Newport Canal Trust

L&ES/58/17-18 NEWPORT IN BLOOM - Members noted a report attached from the Newport in Bloom Committee.

L&ES/59/17-18 ALLOTMENTS –

- a. Members noted a report from the Town Council's allotment officer regarding the allotments.
- b. Members noted correspondence from the allotment society regarding its activities.

L&ES/60/17-18 CEMETERY & AMENITIES OFFICER REPORTS

- a. Members considered a report on the cemetery and its recommendations **(extract at Appendix 1)** Members **RESOLVED**:
 - (1) That the surface of the Car Park in the Cemetery remain as it is currently however, quotes for variety of different surfaces be obtained and then considered as part of the budget process for 2019/20.**
 - (2) That the Cemetery Chapel repainting should now be done by the contractor who submitted the 2nd lowest quote be contracted to repaint the interior of the Cemetery Chapel (the contractor with the lowest quote had advised that they were no longer willing/able to undertake the work (minute L&ES 47/17-18 dated 24th January 2018 refers).**
- b. Members noted a report on the St Nicholas Churchyard.
- c. Members considered a report on the Amenity Areas and offered suggestions as to the future planting scheme for Lower Bar flower bed, members asked that the multi-stemmed silver birch be reduce significantly. With regards to an overall scheme for the Lower Bar flower bed members were undecided.

L&ES/61/17-18 CHRISTMAS LIGHTS - Members considered a report providing an update on the Christmas Lighting Contract and its recommendations Members **RESOLVED:**

- a. **To purchase and install a remote switch on system that facilitates the switching on of all the Christmas Lighting at once.**

And

- b. **Vire £4,000 from nominal ledger 4300 (cemetery grounds maintenance) to 4381 (xmas light contractor charges)**

(Members noted that the remote switch on system would reduce the amount of manpower required to attend the Christmas light switch-on and therefore reduce costs in future years).

L&ES/62/17-18 CHRISTMAS LIGHT SWITCH ON EVENT - Members noted a report and the decision of the Full Council not to increase the budget for the switch-on event requested by the working group to enhance the event.

- a. **Members RESOLVED to vire £1,000 from nominal ledger 4387 (Council Floral Competition) to nominal ledger 4380 (Xmas light Switch on).**

And

- b. **Members agreed to reconvene the working group (comprising councillors Scott, Fowler, Nelson, Pryce and Perry) in order to finalise the programme.**

Signed.....

Date

_____end_____