

L&ES/06/19-20 DECLARATIONS OF INTEREST - Nil

L&ES/07/19-20 PUBLIC SESSION There being no members of the public wishing to speak the meeting continued.

L&ES/08/19-20 Members welcomed Sarah Maythorne (Communications & Engagement Manager at Veolia) and Debbie Germany (Service delivery manager at Telford & Wrekin Council) who gave a presentation to demonstrate the new food waste scheme, which will be rolled out to residents over the next two months. More information can be found on the following link. https://www.telford.gov.uk/directory_record/4278/food_waste_-_households_only

L&ES/09/19-20 Members noted Mr Mark Latham (Telford & Wrekin Council ecology officer) apologies who was unable to attend the meeting due to personal circumstances. Members were advised that Mr Latham had expressed that he would like to attend a future meeting to give members an update on ecology management in Telford & Wrekin and improvement works to the sites of special scientific interest (SSSI) in Newport. Members agreed to invite Mr Latham to the Leisure & Environmental Services meeting in October.

L&ES/10/19-20 MINUTES - Members **RESOLVED** that the minutes of the meeting held on Wednesday 17th April 2019 be approved as a true record.

L&ES/11/19-20 REVIEW OF CEMETERY RULES – To undertake a review of the current cemetery rules and consider any recommendations for changes. Members **RESOLVED to;**

- I. **To review the bench policy again in 6-12 months**
- II. **Defer the eligibility of concession fees to the next Town Council meeting**

L&ES/12/19-20 Members noted minute no TC/45/19-20, made by the Town Council at its meeting held on 12th June 2019 to remove the rules which restrict the placement of benches in the Cemetery

*TC/45/19-20 Members received an emotive request regarding the rules for the placing of memorial benches in the Cemetery. Members **RESOLVED to suspend and remove the rules which restrict the placement of benches in the Cemetery with immediate effect.***

L&ES/13/19-20 FINANCE - Members noted a copy of the latest L&ES income & expenditure report.

L&ES/15/19-20 NEWPORT IN BLOOM - Members received a verbal report from Jane Stiles. Mrs Stiles gave members an overview of the Newport in Bloom judging day which took place on 15th July and the preparation being undertaken for Britain in Bloom national competition judging day scheduled for 7th August. Mrs Stiles informed members that the open gardens raised an incredible £3,700.

L&ES/16/19-20 ALLOTMENTS - Members noted a report from the allotment officer on the allotments (extract at Appendix 1)

L&ES/17/19-20 CEMETERY & AMENITIES OFFICER REPORTS

- a. Members noted a report on the cemetery (**appendix 2**)
- b. Members noted a report on St Nicholas Churchyard and considered 1 recommendation (**appendix 3**) Members **RESOLVED to;**
 - I. **invite a representative from St Nicholas Church to join the L&ES committee**
 - II. **That the Chairman arrange a site meeting at St Nicholas Churchyard with the PCC to discuss designs to refurbish the area**
- c. Members noted a report on Amenity Areas and considered 1 recommendation (**appendix 4**) Members **RESOLVED that additional and replacement planting for amenity areas at Laurel Drive, Broadway, Forton Road be undertaken over the next 12 months.**

L&ES/18/19-20 CHRISTMAS LIGHTS - Members considered reports on the Christmas Light Switch on event

- a. Members considered costings for different options of carriage to convey the Mayor and the prize winner to the light switch on stage. Members **RESOLVED to hire the Horse & Carriage to transport the prize winner to the Switch on event again this year and investigate the possibility of hiring reindeers to be an added attraction to the event**
- b. Members considered a report on the stage performance and **RESOLVED to invite Newport Primary & Secondary schools to participate in stage performances for 2019 switch on.**
- c. Members noted a schedule for switch on event
- d. Members noted correspondence from Newport St Nicholas Christmas Fair

L&ES/19/19-20 CHRISTMAS LIGHTS CONTRACT - Members considered costings for additional festoons to be sited in Lower Bar, Members **RESOLVED to approve the additional lighting infrastructure subject to consent being approved by Telford & Wrekin Council on using their street lighting infrastructure.**

L&ES/20/19-20 Canal Trust – Members noted a report from the Canal Trust (appendix 5**)**

L&ES/21/19-20 Tree Removal by the Canal – Members considered an e-mail received from Sanctuary Housing Group, following a story featured in the Shropshire Star, where legal action has been taken following a tree removal without the necessary permission being granted. Following the litigation, the Housing Group seek to make a gesture of some sort by asking the council to identify something that supports the ecology of the area, examples being additional planting or nesting boxes for birdlife, to provide benefit to the local community as an apology for the error which has occurred.

Members RESOLVED that the officer's work with Newport in Bloom to create a list of proposals to be submitted which will include the 3 amenity areas highlighted in minute L&ES/17/19-20 (c).

L&ES/22/19-20 Gateway entrance signs – Members considered revised sign designs and costings for gateway entrances to the town supplied by Telford and Wrekin Council. Members **RESOLVED to approve a preferred design and costings and to recommend to the Town Council that the cost of £ 7508.12 be transferred from reserves to N/L 4344 (Street Furniture).**

L&ES/23/19-20 Heritage open day – Members noted the confirmed date of Saturday 21 September: 10am - 4pm. The Heritage Open Day provides an opportunity for visitors to see inside one of the oldest buildings in Newport, and learn about its history, the context for the building and the people associated with it. Members were invited to attend and support the event on the day.

The open day schedule will include the following;

- Guides tours
- Cemetery burial register records
- 3D tour
- Children’s activities

L&ES/24/19-20 EXCLUSION OF PRESS AND PUBLIC

Members **RESOLVED** that ‘in view of the special nature of the business about to be conducted, (*that is; in regard to an Allotment holder*) it is advisable in the public interest that the press and public be temporarily excluded and they are instructed to withdraw.

L&ES/24/19-20 Allotment Bee Hive request - Members considered a request to install a bee hive on plot 6 MVR allotments.

*TC/44/19-20 Members considered a request to install a Bee Hive at an allotment site. Members **RESOLVED to defer the item to the next scheduled meeting of the Leisure & Environmental Services Committee meeting 17th July.***

Members acknowledge that Newport Town Council is committed to supporting the aspiration of bee hives in the area in the future, and recognises the importance of pollinators to ensure the fertilization of fruit and vegetable crops. However, Members **RESOLVED that that the proposed location is considered to be an unsuitable position on this particular public allotment plot and predominantly unsuitable for the bees therefore, the application will be refused. Nevertheless, members agreed that if a more suitable location became available then they would reconsider the request.**

Signed.....

Date

_____end_____

SJA/2010/L&ES
10 July 2019

Leisure & Environmental Service Committee

NEWPORT TOWN COUNCIL ALLOTMENTS

AIM

To provide a general overview of the management of the allotments and issues addressed

POINTS TO NOTE

Detailed allotment inspection has been carried out with NDAS present as well as ad-hoc visits from the allotment officer.

Five allotments at Meadow View Road and three Allotments on Boughey Road allotments were identified as causing nuisance to other tenants by lack of maintenance.

Following a letter asking if there were any mitigating circumstances for the lack of gardening, one tenant gave notification to quit, one was evicted for breach of tenancy, and five gardened their allotment to an adequate standard and ongoing communication with remaining one tenant.

Of the 104 allotments across both sites, all are currently occupied.

The council has a current allotment waiting list of 29 applicants.

RECOMMENDATIONS

1. No Recommendations

Sophie Alford
Newport Town Council

Ref: LT/L&ES Report April 2019

Leisure & Environmental Services Committee

**Cemetery Report for the L&ES Committee Meeting
to be Held on Wednesday 17 July 2019**

BACKGROUND

(Note: this is a working document that has been updated since the Leisure and environmental meeting in January, to keep you informed of the more notable ongoing matters. Not all ongoing matters are reported in this document. Some of the items on this report may have been completed by 17 July). Members are encouraged to personally visit the Cemetery before attending the meeting.

DISCUSSION

Maintenance

Ground Water Monitoring (Environment Agency)

The Town Council regularly tests water quality to ensure that burials do not contaminate the water course. The Environmental agency produces guidance through its ground water pollution documents. A Contractor undertakes the task for us.

Water Monitoring took place in June

The EA minimum requirements for monitoring of groundwater in new cemeteries is three years after the first interment which in our case was early 2017, Therefore it is recommended another year of monitoring on the same programme is undertaken, It is recommended that water monitoring is continued as part of a maintenance plan with either monitoring twice per year or once a year.

Maintenance

Maintenance works as follows have been undertaken to the entrance of the Cemetery to improve the visual of the area;

Part of the old hedge has been removed to allow easier access for vehicles in this area - this cleared area will be grassed to become a lawned open space area.

Western Power are scheduled to reduce the branches on the trees from the lines at the entrance to the Cemetery.

Cemetery Bench policy

To note minute no TC/45/19-20, made by the Town Council at its meeting held on 12th June 2019 to remove the rules which restrict the placement of benches in the Cemetery

TC/45/19-20 Members received an emotive request regarding the rules for the placing of memorial benches in the Cemetery. Members **RESOLVED to suspend and remove the rules which restrict the placement of benches in the Cemetery with immediate effect**

I have been approached by the family and approved a bench to be sited where requested by the woodland area

I have also been approached by the Royal Volunteers now that the restriction has been lifted to site a bench by the war graves.

Therefore it is scheduled for two new benches to be sited in the original section of the cemetery over the next few months.

Mole disruption

I have received a number of complaints from visitors to the Cemetery with regards to mole disruption in the Cemetery since the development has commenced. Therefore I wrote to the contractors explaining our position and included the following elements;

The pest control contractor has been asked to assist on numerous occasions to help deal with the issue but unfortunately we seem to be fighting a losing battle.

Whilst we appreciate moles are nature and they do disrupt ground, since the development has begun we have observed a massive increase in moles disrupting the Cemetery grounds and have received numerous complaints from visitors visiting loved ones to find the condition of the graves and surrounding area being disturbed.

The issue is now destroying the lawned areas, by leaving a massive amount of bald areas where the moles have dug up through the ground.

The response received was the following:

"I have spoken with my Managing Director and the Company accepts no liability for the behaviour of wildlife on third party land".

6th April 2019 to 8th July 2019

Introduction:

Interments have continued at a reasonably steady rate over recent years. The last quarter is on average 50% higher than July 2018 quarterly report (July 2018 report = 8 / July 2019 = 12).

There is an increase of 16% in pre purchase (July 2018 report = 6 – July 2019 report = 7).

There is a decrease of 50% in Memorials Permissions (July 2018 quarterly report = 12 – July 2019 quarterly report = 6).

The increase in the level of fees over recent years has not deterred vast numbers of people from choosing to bury in Newport Cemetery.

1. Burials and Interment of Cremated Remains:

Burials in new graves	3
Burials in re-opened graves	1
Interment of cremated remains in new plots	3
Interment of cremated remains in re-opened plots	4
Woodland burials	1
Woodland cremated remains interments	0
Total	<u>12</u>

2. Grants of Exclusive Rights:

New burials	1
Burials - Pre-purchases	2
New Cremated Remains Interments	3
Cremated remains interments – Pre-purchases	1
Extension of Exclusive Rights	0
Total	<u>7</u>

3. Memorial Permissions

To erect a new monument	2
Additional Inscriptions	3
Replacement monument	1
Total	<u>6</u>

Louise Tunks
Cemetery & Amenities Officer

Ref: LT/L&ES Report September 2019

11th July 2019

Leisure & Environmental Services Committee

St Nicholas Churchyard Report for the L&ES Committee Meeting to be Held on Wednesday 17th July 2019
Churchyard Maintenance

The Churchyard is considered to be in a good general condition as a result of the standard maintenance and upkeep.

Churchyard Trees

approved by Telford & Wrekin Council for a 10 year consent to pollard the lime trees in St Nicholas Churchyard up to 50mm in diameter, was approved in 2015 these works need to be undertaken again this year and we are currently seeking quotes for the works to take place from October.

The Councils Chartered Forester informed us this week that he had inspected the Churchyard and reported the following

- Lime tree (T1) is showing symptoms of a brittle decay and needs to be dealt with before the next planned inspection. Not an emergency but it would be wise to remove it within the next 12 months.
- False Acacia (T6) would benefit from dead wood removal
- Norway Maple (T31) Crown thin of 15%, crown raise of secondary branches to 3.5m

Churchyard maintenance

A few members have raised anticipations that the Churchyard is in need of a revamp

Recommendation

Members are asked to consider the Churchyard prospective and propose and ideas in order for the church to be consulted and works costed.

Louise Tunks
Cemetery & Amenities Officer

Amenity Areas Report for the L&ES Committee Meeting to be Held on
Wednesday 17 July 2019

Amenity Areas

General: The amenity areas are considered to be in a good general condition as a result of the standard maintenance and upkeep.

Pavement Cleaning

The High Street Pavement Cleaning was undertaken during last week in June through to the beginning of July in preparation for Newport In Bloom.

Herb Garden

A small additional bench was installed in the herb garden along with a gravelled bed, a solar water fountain, water butt and some sensory garden plants during June.

Costing have been sourced for some additional and replacement planting over the next 12 months for the following areas;

Laurel Drive

- Thin out the herbaceous plants contained within the Laurel Drive border.
- supply and plant 5 Azalea shrubs in 10 Litre pots.

Cost to complete £440.42

Broadway Rose bed

- Remove the over mature Rose's from the Broadway Rose beds.
- Import soil conditioner and cultivate beds in preparation of planting.
- Supply and plant 9 Rhododendron of various species and colour in 5 litre pots to each of the former rose bed's.

Cost to complete £912.84

Forton Road bed

- Thin out the herbaceous plants contained within the Forton road flower bed
- supply and plant 5 Azalea shrubs in 10 Litre pots.

Cost to complete £440.42

Recommendations

To consider the additional and replacement planting over the next 12 months for Laurel Drive, Broadway, Forton Road.

Louise Tunks – Amenity Officer

Shrewsbury & Newport Canals Trust (SNCT) Report for the July 2019 meeting of the Leisure & Environment Committee

- We are involved in the planned canal dredging plans and have attended various meetings with Shropshire Wildlife Trust.

- At Meretown Lock we have finally managed to get rid of the two 1 tonne bags of sand and gravel and it looks much better. An awful lot of time has been spent removing undergrowth that had overgrown the hedges on either side of the lock. Between them, nettles and goose grass can strangle a hedge and we fear that the section next to the last bit of canal in water is dead.

- Some 18 months ago we planted a new hedge on the offside of Meretown Lock with about 500 plants donated to us free of charge by the Woodland Trust. We then had a very, very long hot summer and it has taken us until now to assess how many plants we lost. To make up the losses we have successfully applied to the Woodland Trust for another 100 plants, due for delivery and planting in November.

- Every year the Shrewsbury and Newport Canals Trust, with permission from TWC and Natural England, organises a canoe paddle day on the 1½ mile long watered sections of the canal in Newport to collect litter. On the day we had three canoes on the water and a groundside crew, with everyone collecting the rubbish that we come across. Mayor Peter Scott helped out by lending us litter pickers and bags. In all we collected six large bags of rubbish, including lot of aluminium drinks cans which will be washed and sold for funds. Compared with previous years there was less litter on the bank but enough in the water to make an annual event worthwhile.

- In 2014 we started a project to eliminate Himalayan Balsam, a non native invasive plant, from the Newport Canal and the adjacent Strine Brook. I was delighted that I was able to declare the canal to the east of Town Bridge balsam free last September and that this has been confirmed with no plants this year. Our first balsam work party this year cleared a field at Summerhouse Farm and the Strine to the east of Town Bridge. In both cases there was a lot less to be found after previous years' clearance and, hopefully, we will be able to finally eliminate it here this year. I need to get to the bottom of the ownership of the island to the west of Town Bridge, between the canal and the Strine. The chap who bought the adjacent field has got an electric fence on the island even though I am told that TWC own it. Whilst parts of the island and the Strine are fenced off we will never manage to get finally eliminate the balsam from Newport Canal.

John Myers