



NEWPORT (Shropshire) TOWN COUNCIL

The Guildhall, High St, Newport, Shropshire, TF10 7AR

Tel: 01952 814338 ✉ enquiries@newportsaloptowncouncil.co.uk

LT/2019/L&ES

11th July 2019

Dear Sir / Madam

I hereby give you notice that there will be a meeting of the **LEISURE & ENVIRONMENTAL SERVICES COMMITTEE commencing at 7 p.m. on Wednesday 17th July 2019** at The Guildhall, High Street, Newport.

Your attendance is requested.

Yours faithfully

Louise Tunks
Deputy Town Clerk

A G E N D A

1. To elect a chairman to serve for the municipal year 2019/20.
2. To elect a deputy chairman for the municipal year 2019/20.
3. To note the committee terms of reference, approved by the Full Town Council on 15th May 2019 **copy attached**.
4. To consider and elect candidates for co-option on to the committee. Mrs Tracey Dyas (Allotment Society Secretary), Mr Martin Elkes (Newport History Society), Mrs Jane Stiles (Newport in Bloom) have submitted a request to the Council asking that they be co-opted on the L&ES Committee.

(Note: The following were co-opted members last year:

Mrs Stiles – (Chair Newport in Bloom)
Mr Elkes – (Newport History Society)
Mrs Jane Stiles (Newport in Bloom)

5. To receive any apologies for absence.
6. To receive any declarations of interest.
7. To vote to suspend the meeting for up to 15 minutes to take public questions on matters that form part of the agenda.
8. To welcome Sarah Maythorne Communications & Engagement Manager - Telford & Wrekin Council to give a presentation to demonstrate the new food waste scheme.

10. To welcome Mr Mark Latham (Telford & Wrekin Council ecology officer) to give members an update on ecology management in Telford & Wrekin and improvement works to the Sites of special scientific interest (SSSI) in Newport.
11. To approve the minutes of a meeting held on Wednesday 17th April 2019 **copy attached.**
12. **Review Cemetery Rules** – To undertake a review of the current cemetery rules and consider any recommendations for changes
13. 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.
14. **Finance** - To receive a copy of the latest L&ES income expenditure report **copy attached.**
15. **Newport in Bloom** - To note a report from Newport in Bloom Committee
16. **Allotments** - To note a report from the allotment officer, **copy attached.**
17. **Cemetery & Amenities Officer Reports** - To note the following reports and recommendations, **attached.**
 - i) Cemetery
 - ii) St Nicholas Churchyard
 - iii) Amenity Areas
18. **Christmas Lights** – To receive a reports for the Christmas light switch on event **copies attached.**
 - i. To consider costings for different options of carriage to convey the Mayor and the prize winner to the light switch on stage.
 - ii. To consider a report on the stage performance
 - iii. To note a schedule for switch on event
 - iv. To note correspondence from Newport St Nicholas Christmas Fair
19. **Christmas Light Contract** - To consider costings for additional festoons to be sited in Lower Bar **copy attached.**
20. **Canal Trust** – To note a report from the Canal Trust **copy attached.**
21. **Tree Removal by the Canal** – To consider 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. **Correspondence attached.**
22. **Gateway entrance signs** – To consider revised sign designs and costings for gateway entrances to the town supplied by Telford and Wrekin Council, **to be tabled.**

- 23. Heritage open day** – To note 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, Telford and learn about its history, the context for the building and the people associated with it. Members are welcome 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

24. EXCLUSION OF PRESS AND PUBLIC

To consider a resolution 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.**

Distribution to:

Leisure & Environmental Services Committee Members

Cllrs: Lyn Fowler, Tom King, Alan Lloyd and Tim Nelson.

Ex-officio Members: Mayor and Deputy Mayor

Applicants for co-option: Tracey Dyas, Martin Elkes, Jane Stiles

Other Councillors - for information

For information to:

The Newport Advertiser