



NEWPORT (Shropshire) TOWN COUNCIL

DRAFT UNTIL SIGNED AT SUBSEQUENT MEETING

MINUTES OF A MEETING
held on
Wednesday 21st June 2017
at

The Guildhall, High Street, Newport

PRESENT: Cllrs: Tony Forrester
Graham Foster
Lyn Fowler
Thomas Janke
Phil Norton

IN ATTENDANCE: Lee Jakeman – Town Clerk
Inspector Andy Bailey – Telford Police Harm Reduction Unit
Sergeant Andy Garrett
PC Lee Thomas

APOLOGIES FOR ABSENCE – Nil

CS/1/17-18 ELECTION OF CHAIRMAN

Cllr Forrester was duly elected as Chairman of the Community Safety Committee for the municipal year 2017/18.

CS/2/17-18 ELECTION OF DEPUTY CHAIRMAN

Cllr Norton was duly elected as Deputy Chairman of the Community Safety Committee for the municipal year 2017/18.

CS/3/17-18 TERMS OF REFERENCE

Members noted the committee's terms of reference.

CS/4/17-18 DECLARATIONS OF INTEREST

There were no declarations of interest

CS/5/17-18 MINUTES

The minutes of the meeting held on 29th March 2017 were accepted as a true record.

CS/6/17-18 PUBLIC SESSION

There being no members of the public present wishing to make representations the meeting continued.

CS/7/17-18 COMMITTEE FINANCES

Members considered a copy of the latest community safety income and expenditure report as at 14 June 2017.

CS/8/17-18 HIGHWAYS SAFETY & IMPROVEMENT ISSUES RELATED TO THE ENTERPRISE PACKAGE DEVELOPMENT PROPOSED FOR THE SOUTH OF THE 518

Members **RESOLVED** to form a working group to identify the **Community Safety and Highway Improvements to direct Telford & Wrekin Council.**

Members agreed that the general purpose of the group would be to prioritise the list of desirables raised at recent meetings with Telford & Wrekin Council highways officers and at Community Safety Meetings.

CS/9/17-18 CLOSED CIRCUIT TV (CCTV)

Members welcomed Inspector Bailey who provided an update on the project to upgrade Newport Town Council's CCTV system and link it to a remote but manned monitoring station at Malinsgate Police Station including:

- That the Police & Crime Commissioner and Telford & Wrekin Council have indicated in principle to provide significant levels of funding.
- There is likely to be an ongoing revenue cost to the Town Council.
- The police are currently designing the specification.
- The scoping will include consideration of upgrading cameras as well as the wireless network infrastructure required.
- That the intended operational start date is before the end of the current calendar year.

Inspector Bailey indicated his willingness to attend the next Community Safety Meeting scheduled for 20 September 2017.

CS/10/17-18 FOOTWAY LIGHTING

Members noted a report regarding the footway lighting, Appendix 1

CS/11/17-18 PUBLIC TOILETS

Members noted a report on the public toilets, Appendix 2.

Members discussed the practice of closing the Public Toilets early on the school end of term dates as they had tended to suffer from extensive mess being made on those dates. However, members now felt that the public toilets should be open fully at the next end of school term date to test if the measure was still required or whether behaviour had changed.

CS/12/17-18 CIVIL PARKING ENFORCEMENT (CPE)

Members noted that the planned Telford & Wrekin Scrutiny meeting on the topic scheduled for early April had been cancelled. Members noted that meeting had not been rearranged for Thursday 29th June. Members displayed their frustration at the pace of progress.

Members further noted correspondence sent by the Clerk to Police & Crime Commissioner reiterating the lack of any meaningful action despite some assurances that he (the P&CC) was committed to produce a business plan to consider the viability of CPE when he attended the Full Council meeting on 14th September 2016.

Cllr Scott advised that he had now been nominated as part of the Scrutiny Committee and would be attending the meeting on 29th June and was asked by members to reiterate the desire for the business case for CPE be undertaken at the earliest opportunity, particularly bearing in mind that we understand that the P&CC had offered to fund the costs and that the power of CPE then be applied for.

CS/13/17-18 INTEGRATED COMMUNITY MANAGEMENT (ICM)

Members noted a report regarding ICM following Newport Town Council's acceptance of the additional PCSO offer with Telford & Wrekin Council, **Appendix 3.**

Members noted that the scheme was in its early stages but considered that there was evidence that the additional PCSO resource was addressing issues raised by the Town Council.

CS/14/17-18 NEXT MEETING

Members agreed that the start time of the next Community Safety Committee meeting on 20 September 2017 be 6pm.

Signed.....

Dated.....

Footway Lighting Report.

AIM

To provide the Community Safety Committee an overview of the management of the street lighting contract provided by E-On and any ongoing issues regarding the provision of effective street lighting

DISCUSSION

- As at 14th June 2017 we have no outstanding faults for our street lights.
- We continue to upgrade lights on an opportunity basis to LED technology:
 - Col 624 Fishers Lock/Avondale footpath has been replaced with a hinged column with a LED lantern.
 - Col 277 Greenacres Way will be replaced with a LED lantern, for the interim period a temporary lantern has been installed to ensure constancy of lighting.
- Repair/visit response times by the contractor are within the terms of the contract (generally 5 working days)
- Attached is the summary footway lighting report provided by E-on covering the period November 2016 - March 2017.

SUMMARY

The provision of street lighting is adequate and in line with Town Council and contractual expectations.

Wendy Goodchild
Street Lighting
Newport Town Council

Date Rec'd	Location Details	Type of Fault Reported	Repair Carried Out	Target Completion	Actual Completion
01/11/16	col 573 o/s 32 Vineyard Road	NOT WORKING	replaced 70w sont-i	06/11/16	03/11/16
01/11/16	col 28 o/s 50 Ashworth Way	Intermittent	replaced 70w Lamp; pec; 50w choke & 50w ignitor	06/11/16	03/11/16
11/11/16	col 134 o/s 24/26 Broadway	24HR Burning	lantern day burning-replaced p/cell and 70 sont lamp	16/11/16	15/11/16
15/11/16	col 498 b/w 1 & 3 Springfield Ave	NOT WORKING	replaced 1 x 70w sont	20/11/16	23/11/16
01/11/16	col 573 o/s 32 Vineyard Road 2nd visit	NOT WORKING	replaced 70w son-l 03/11/16 - worked okay on test for 15mins - replaced old 2 part cell with mini p/cell and fitted isolator in column base	06/11/16	03/11/16- 23/11/16
23/11/16	Col 301 In r/r of Church & Col 302 F/p bt Waterside Mews Newport	out of light	No Supply at either cut out not switched from anywhere else No Supply sent to WPD 29/11/16 - WPD Ref 2657394 no supply completed 30/11/16 - re sent fault to check cols okay	28/11/16	22/12/2016
23/11/16	col 28 o/s 50 Ashworth Way	Out of Light	replaced 70w choke and ignitor	28/11/16	25/11/16
16/12/16	Col 497 R/o N.R.T.C Springfields	Intermittent	replaced lamp 70w SONT	21/12/16	19/12/16
03/01/17	Col 1 on park footpath 1st in off Water Lane Victoria Park	NOT WORKING	replaced 2 x CMH 70w lamps	08/01/17	06/01/17
05/01/17	Col 559 by garages on steps Victoria Park	Not working	replaced 1 x 36W PL lamp	10/01/17	06/01/17
11/01/17	Col 106 O/S 1/3 Boughey Road	NOT WORKING	lampholder burnt out - Replaced lampholder and 1 x 70w sont lamp	16/01/17	12/01/17
12/01/17	Col 90 opp 10/12 Beaumaris Road (nr OAP Area)	NOT WORKING	No Supply at Col 90 but fault could be Col 92 No Supply sent to WPD 16/01/17 - WPD Ref 2687084 - col rechecked 2/3/17	17/01/17	02/03/17
19/01/17	Colt 237 O/s 143 OPP Shrewsbury Way Ford Road	NOT WORKING	lamp change 70w sont, 16 amp fuse	24/01/17	19/01/17
30/01/17	Col 294 o/s 32 Halcroft Gardens	NOT WORKING	neutral at cutout live. Passed to WPD 31/1/17	04/02/17	31/01/17
01/02/17	Col 292 os 35 Halcroft Gardens	NOT WORKING	replaced lampholder and 1 x 70w SonT lamp	06/02/17	02/02/17
09/02/17	Col on footpath between 21 & 23 Vineyard Drive	NOT WORKING	replaced p/cell and 70w SONT	14/02/17	10/02/17
28/02/17	Col 277 o/s 65 Greenacres Way	Lamp out	replaced 55 lux & 70w sont	05/03/17	01/03/17
27/03/17	Col 423 o/s 7/8 Norbroom Court	Intermittent	replaced 55 lux & 70w sont	01/04/17	29/03/17

Newport Public Toilet Report

- The toilets are considered to be in a good general condition as a result of the standard 'daily clean' and the occasional 'Deep clean'.
- There has been some General damage and areas that require routine maintenance as a result of heavy use and the pure nature of public toilets which is being addressed as and when required.
- During April two small fires were started in Gents public toilets and both incidents were reported to the police. Unfortunately damage was caused, costing circa £400.

Recommendations

There are no recommendations for consideration on this report it is for information only.

Louise Tunks
Newport Town Council

INTEGRATED COMMUNITY MANAGEMENT (ICM) PARKING ENFORCEMENT / PCSO OFFER

AIM

1. To provide an overview of the Integrated Community Management trial being undertaken by Telford Police Force in conjunction with participating Town Councils.

BACKGROUND

2. As part of Telford & Wrekin Council's (TWC) budget process for 2016/17 they announced funding for the PCSO target team would be removed WEF 1 April 2017.
3. TWC offered a grant funding scheme for 3 years for those parish and town councils that would agree to fund the service for 6 years. While there is no cost in the first 3 years to parish councils, the commitment falls further down the line.
4. Newport Town Council agreed to 'share a PCSO' with Wellington Town Council.
5. While the driver behind Newport Town Council's participation has been to have an effective parking enforcement regime, the Police Force was keen to develop a wider scheme. The result was the recent production of Service Level Agreement (SLA) to trial the ICM model (which included elements of parking enforcement). The Town Council signed up to the ICM SLA at its meeting in May (minute **21/17-18 refers**).

DISCUSSION

6. The trial is now underway and involves the Clerk taking part in a conference call with representatives of the Police Force, Wrekin Housing Trust and Telford & Wrekin Council every Monday morning for 15 minutes (at 10 am.). The purpose of which is to highlight issues that have been brought to the attention of the Town Council over the past week, reflect on the issues raised the previous week and the steps taken to improve the situation. The conference calls also seek to share information, identify trends and target resources.
7. The weekly conference calls are likely to be most effective if issues are forwarded to the Clerk ahead before 9 a.m. on Monday's so that a joined up and comprehensive picture can be provided and that trends can be addressed. Information can be gathered by the Clerk through the course of a week by receiving comments from members of the public (this is not intended to short cut the need to contact the police directly) or through our own observations (e.g. damage to high street furniture, vandalism to the toilets). Councillors will also be encouraged to provide documented comment that can be relayed at the weekly operational conference calls (e.g. if the Sunday litter pick team notice needles in bins in the parks or excessive amounts of alcoholic drink containers). As an example, if nobody reports that parking is an issue to me then I won't mention it in the weekly conference call. Furthermore, it is helpful to have specifics.
8. In addition to the weekly operational conference calls, there will be quarterly (or so) tactical and strategic meetings which in general are designed to monitor the outcomes of the trial and make modifications if necessary.
9. I attended the first Strategic meeting on Monday 12th June at meeting point house in Telford where the partners discussed the aims and processes that will be addressed. The first meeting was primarily about scene setting. The next meeting is planned for September, an exact date is yet to be agreed in.
10. Representation at these strategic meetings was discussed and a mixed view was offered. Some suggesting that officers are best placed (and more readily available) to attend.

SUMMARY

11. The ICM model is now operating.
12. For issues to be addressed and or raised with the police the Clerk needs to be advised before 9 a.m. on a Monday morning that there are matters that require attention. These need to be documented in some fashion so that there is some baseline measurement that can be used as a reference point to help judge the effectiveness of the scheme.
13. Members of the public should be advised that all matters should still be reported by them directly to the police in the first instance.
14. Members will need to consider who should represent the Town Council at Strategic meetings.

Lee Jakeman
Town Clerk