



# NEWPORT (Shropshire) TOWN COUNCIL

*DRAFT UNTIL SIGNED AT SUBSEQUENT MEETING*

## MINUTES OF A MEETING OF

### THE LEISURE & ENVIRONMENTAL SERVICES COMMITTEE

held on

Wednesday 19<sup>th</sup> July 2017

at

The Guildhall, High Street, Newport

**PRESENT:** Cllrs: Pryce (Chairman)  
Borrett  
Forrester  
Nelson  
Perry  
Pryce  
Mr Elkes  
Mrs Stiles  
Mr Thomas

**IN ATTENDANCE:** Cllr Fowler – Town Mayor  
Cllr Scott – Deputy Mayor  
Mr Jakeman - Town Clerk  
Mrs Tunks – Officer  
Mrs Alford – Officer

**ABSENT** Cllr Bowsher

#### **L&ES/01/17-18 ELECTION OF TEMPORARY CHAIRMAN**

In the absence of the previous year's chairman and deputy chairman members  
**RESOLVED:**

**That Cllr Fowler take temporary chairmanship of the meeting.**

#### **L&ES/02/17-18 ELECTION OF CHAIRMAN**

Cllr Pryce was elected as Chairman of the Committee for the Municipal Year 2017/18.

#### **L&ES/03/17-18 ELECTION OF DEPUTY CHAIRMAN**

Cllr Perry was elected as Deputy Chairman of the Committee for the Municipal Year 2017/18.

(Clerk's Note – Cllr Nelson arrives)

## **L&ES/04/17-18 COMMITTEE TERMS OF REFERENCE**

Members noted the Terms of Reference approved at the Full Town Council meeting on Wednesday 10 May 2017 and **RESOLVED** to:

**Recommend to the Full Town Council that the Terms of Reference be amended to increase the maximum membership from 10 to 12**

## **L&ES/05/17-18 CO-OPTION OF COMMITTEE MEMBERS**

Members **RESOLVED** to co-opt the following individuals on to the committee:

**Mr Glyn Thomas  
Mrs Jane Stiles  
Mr Martin Elkes  
Mr Simon Cooper**

## **L&ES/06/17-18 APOLOGIES FOR ABSENCE**

Mr Cooper – Work Commitments

## **L&ES/07/17-18 DECLARATIONS OF INTEREST**

Cllr Forrester declared an interest in the item relating to Canal Enhancements (minute 16/17-18 refers) as he is a Trustee of the Shrewsbury and Newport Canal Trust.

## **L&ES/08/17-18 PUBLIC SESSION**

There being no members of the public present wishing to raise questions, the meeting continued.

## **L&ES/09/17-18 MINUTES**

Members **RESOLVED** that the minutes of the meeting held on 26<sup>th</sup> April 2017 be approved as a true record.

## **L&ES /10/17-18 SHUKER FIELD PLAY AREA**

The Chairman welcomed Telford & Wrekin Council Officer Derek Owen who informed members of the proposal of four options for the refurbishment of the Shuker Field play area. Members **RESOLVED**:

**To hold a public vote to decide which of the 4 options for available the refurbishment of the Shuker field play area available should be implemented.**

(Clerk's Note: Cllr Scott arrives)

## **L&ES/11/17-18 FINANCE**

Members noted receipt of a copy of the L&ES income & expenditure report as at 30<sup>th</sup> June 2017.

## **L&ES/12/17-18 NEWPORT IN BLOOM**

Members received a written report from the Newport in Bloom committee. Jane Stiles gave a verbal update of NIB projects.

Members asked that Telford and Wrekin Council be approached regarding the condition of the public litter bins in and around the Town to see if they could be replaced or refurbished.

## **L&ES/13/17-18 ALLOTMENTS**

Members noted receipt of a report regarding the allotments.

Mr Thomas advised that it was the intention of the allotment society to install a compost toilet on the Meadow View Road allotment site. Members acknowledged the aspiration however, Mr Thomas was reminded that some detailed plans would need to be submitted formally to the committee for approval before installation.

## **L&ES/14/17-18 CEMETERY & AMENITIES OFFICER REPORTS**

Members considered reports and recommendations on the Cemetery, St Nicholas churchyard and the amenity areas. **Members RESOLVED:**

- a. (In respect of the Garden of Rest areas 1 and 2) **That once all 4 quotes had been submitted for the refurbishment of the Garden of Rest to engage the contractor with the lowest quote to undertake the works.**

**And**

- b. (In respect of High Street Planters) **That the current RMF landscaping contract be extended (as opposed to obtaining quotes for an additional contract) to include some additional seasonal planting and its associated fortnightly maintenance at a cost of £2081 per annum.**

**L&ES/15/17-18 CHRISTMAS LIGHTS** - Members received a copy of the project plan for the Christmas light switch on event.

Members noted receipt of the project plan for the installation of the Christmas lights and its associated events.

**L&ES/16/17-18 NEWPORT CANAL** - Members received a report and recommendations for the Newport Town Council funded improvements to elements of the Canal area within the boundary of Newport, **Members RESOLVED to approve the following financial elements of the project;**

- a. That the provision of materials for the tow path resurfacing being undertaken by the Canal Trust with the support of Telford & Wrekin Council (through its standard/ preferred contractors) and any plant hire be funded up to a cost of £4,500 (nominal ledger 4355 to fund).

And

- b. That up to £2,000 be made available from nominal ledger 4355 to Canal Trust source and install the ecological information board.

**L&ES/17/17-18      HIGH STREET PAVEMENT CLEANING**

Members considered a report and recommendations with regard to cleaning some or all of the pavement in and around the main shopping area and **RESOLVED;**

- a. To approve pavement cleaning for the entire length of the High Street from Salter Lane to Wellington Road, and St Marys Street.
- b. Approve the waiving of the requirement to obtain 3 quotes in engaging the contractor Vortex.

Members requested that the condition of the pavements outside of a number of the takeaway food operators be reported to Telford & Wrekin Council and that some form of monitoring and/or measuring of the licensing requirements be undertaken.

Signed.....

Date .....

\_\_\_\_\_end\_\_\_\_\_