

CLEVEDON TOWN COUNCIL
MINUTES OF THE ENVIRONMENT & PROPERTY COMMITTEE MEETING HELD IN THE
COUNCIL OFFICES, 44 OLD STREET, CLEVEDON ON WEDNESDAY 21ST OCTOBER 2009
AT 7.30 PM.

Present: Councillor Garner (Committee Vice - Chairman)
Councillors C. Blades, J. Dagnall, C Francis-Pester, L Little, J Middleton
In Attendance – Cllr Knott
Town Clerk – Ms P. Heath,

EP 09/50 APOLOGIES FOR ABSENCE.

RESOLVED - Apologies for Cllr Ganniclift, given by Cllr Dagnall, were received and accepted. Apologies from the Committee Chairman Cllr Shopland were received and accepted.

EP09/51 DECLARATIONS OF INTEREST FOR ITEMS ON THE AGENDA.

There were no declarations of interest for items on the agenda.

EP09/52 MINUTES OF THE PREVIOUS MEETING

The minutes of the last meeting held on 26th August 2009 ratified by Council on 9th September 2009 were accepted.

EP09/53 UPDATES ON ACTION ITEMS NOT ELSEWHERE ON THE AGENDA

The Town Clerk reported on the following items:-
EP09/23 Herbert Garden Plinth – This has now been repaired
EP09/21 Notice board – this has not yet been done despite the company being chased

<u>PART 1</u>

**EP09/54 THE SECURITY OF THE ELTON WARE HELD IN THE COUNCIL OFFICE –
RECEIVE DETAILS OF QUOTATIONS AT THE MEETING.**

Details of the quotations were circulated to all Members present, following a discussing it was **RESOLVED:** That quotation A at a cost of £861 be accepted, it was further **resolved** to agree a budget of £600 for the internal shelves and lighting to be fitted.

EP09/55 QUOTATION REQUESTS FOR WORK TO TREES AT HERBERT GARDENS

Members were informed that 3 quotations had been received for works to the trees at Herbert Gardens and been considered prior to the Council meeting on the 9th September. 2 of the quotes raised additional items requiring work and it was felt by the working group that these are explored before awarding the contract. Details of the revised quotations were circulated at the meeting. It was **RESOLVED** to accept quotation A for £1200.

<u>PART 2</u>

EP09/56 DETAIL OF BUDGET AND EXPENDITURE FOR THE COMMITTEE, DISCUSS AND AGREE ANY BUDGET ALLOCATIONS WITHIN THE COMMITTEE BUDGET

Members received the budget and expenditure sheet which were circulated with the agenda. The Town Clerk responded to questions on specific items. It was **AGREED** that for the next meeting a breakdown of the expenditure on street markets be obtained from the Market operator.

ACTION THE TOWN CLERK

EP09/57 BUDGET REQUEST FOR THE FINANCIAL YEAR 2010/2011, TO CONSIDER PROJECTS AND COMMITTEE WISHES FOR THE FINANCIAL YEAR

Members noted the budget layout sheets circulated at the meeting, it was **AGREED** that the budget figures presented to the Council should show only the total needed to run the Committee plus special projects. These figures would be presented for Committee approval at the next meeting.

EP09/58 UPDATE ON THE LEASE BETWEEN CLEVEDON TOWN COUNCIL AND NSC FOR "THE BARN"

The Vice Chairman reported that no further progress had been made with North Somerset Council (NSC) over the drawing up of the lease. It was **AGREED** that a letter be sent to the Head of NSC legal team requesting early conclusion of this matter.

ACTION THE TOWN CLERK

EP09/59 ASSETS LIST AND MAINTENANCE FOLLOWING COUNCILLORS VISIT

Several Members reported visiting the areas listed on the asset list. Concern was expressed over the Millennium Orchard although Members reported that clearing work was taking place; it was **AGREED** that the Orchard be monitored but no action would be taken by the Committee; Members had been informed that there was a "duty of care" on all assets owned or managed by the Town Council.

The drinking trough in Marine Hill was discussed it was felt this should be planted as it could no longer be used for its original purpose. It was **AGREED** ask the Town Council representative on the Civic Society to inform them of the Town Councils intent.

ACTION CLLR WRING/TOWN CLERK

EP09/60 – TO DISCUSS THE MAINTENANCE OF THE MILLENNIUM MONUMENT FOLLOWING COUNCILLORS VISIT

Members discuss the history behind the monument and concluded that apart from a clean no further action would be taken.

EP09/61 PLACING A BENCH AGAINST THE COUNCIL EXTENSION WALL, BY THE TOWN CLERK'S OFFICE

Members discussed the placing of a bench adjacent to the Town Council offices to commemorate former Councillors; it was **AGREED** to place the purchase and installation in the 2010/11 budget request.

EP09/62 UPDATED CAR PARK LAYOUT AT THE COUNCIL OFFICES PREPARED BY NSC HIGHWAYS TEAM AND DISCUSS THE COST OF PLANTING REMOVAL AND REPAINTING.

Details of the proposed layout were circulated at the meeting having been received from NSC that day; Members accepted the layout. Although requested to give a budget figure for the removal of existing bay markings and remarking of the car park NSC had not provided these; the Town Clerk would obtain costs for the next meeting.

ACTION THE TOWN CLERK

EP09/63 UPDATE ON THE REMOVAL OF THE CAN BIN AT THE SKATEPARK

Members received information on the removal problems of the Big Can bin and **AGREED** that it should remain in its current location. It was **RESOLVED** to purchase a new wheelie bin to replace the one previously destroyed, up to a budget of £100.

EP09/64 NOTES ON THE MEETING WITH SKATEPARK & BMX PARK USERS. 06.08.09

Members received the notes of the meeting circulated with the agenda and **AGREED** that no further action would be taken until such time as the users group has been formed. It was **AGREED** to place the cost of refurbishing the skatepark in the 2010/11 budget request.

ACTION THE TOWN CLERK

EP09/65 UPDATE ON THE REFURBISHMENT & LETTING OF NO 42 OLD STREET

Members noted that the property was still empty and **AGREED** that a parking space in the evenings and weekends be allowed. It was further **AGREED** to reduce the amount being requested from £625 to £595 at the recommendation of the letting agent.

EP09/66 REQUEST FOR NEW USE OF ROOM IN COUNCIL HOUSE.

The Town Clerk informed Members that a request had been made to hire the Council room for a preschool group on a Monday morning during term time for "sing with mother" sessions. Members discussed the request which could prevent an all day commercial letting and due to its nature could impinge on a hirer in another room. There is an unofficial policy of letting the hall for commercial and all day bookings Mon-Wed with Thursday and Friday being used for short term community lettings. It was **AGREED** to offer them either Thursday or Friday morning instead.

ACTION THE TOWN CLERK

EP09/67 THE PROVISION FOR MARKETS IN CLEVEDON

A request from the market operator for additional hours and days in December was discussed at great length by Members, in particular the effect on neighbouring traders and on the shopping requirements of the residents of the town. The Town Clerk advised that any amendment to the hours and days would require an alteration of the street trading license and the planning permission.

It was **AGREED** to undertake the survey requested in EP09/47 this year instead of waiting till 2010. The Town Clerk is to write to the Market Operators and explain that due to the changes required in the planning permission and licensing of the market the requested changes can not be undertaken this year, but would be considered by the Committee early in 2010 following the survey results.

EP09/68 CHAIRMAN ITEMS FOR INFORMATION ONLY –

There were no Chairman's items for Information.

EP09/69 TO DETERMINE PART I AND PART II ITEMS

Members agreed that agenda item 12 "security of the Elton Ware" and agenda item 17 "Herbert Gardens" should be part 1 items

The meeting finished at 9.20pm

APPROVED AS A TRUE RECORD

CHAIRMAN Date