

CLEVEDON TOWN COUNCIL
MINUTES OF THE ENVIRONMENT & PROPERTY COMMITTEE MEETING HELD IN
THE COUNCIL OFFICES, 44 OLD STREET, CLEVEDON ON WEDNESDAY 12TH
JANUARY 2011 AT 7.30 PM.

PRESENT: Councillors D Shopland Committee Chairman
C. Blades, L Knott, J. Middleton C. Hall,
In Attendance – Cllr N Pennycott
Town Clerk – Ms P. Heath,

EP 11/87 APOLOGIES FOR ABSENCE.

Apologies were received and approved from Cllr C. Francis-Pester, B. Garner, and P. McNeill.

EP 11/88 DECLARATIONS OF INTEREST FOR ITEMS ON THE AGENDA.

There were no declarations of interest for items on the agenda except for personal declarations from Cllr Blades, Cllr Knott, Cllr Hall for agenda item 10, in that they know the surveyor who undertook the Village Hall Survey.

EP11/89 MINUTES OF THE PREVIOUS MEETING

The minutes of the last meeting held on 17th November 2010 ratified by Council on 1st December 2010 were accepted.

EP 11/90 BUDGET AND EXPENDITURE FOR THE COMMITTEE.

Members noted the committee financial spreadsheet circulated with the agenda.

Cllr Hall raised the issue of the front door and porch feeling that it would be prudent to replace the door at the same time as the porch. After a discussion it was **AGREED** that planning permission be sought for both the porch and the door but only the porch would be done initially with the door being monitored and replaced if required.

EP 11/91 [EP 10/78] THE ADVERT FOR THE CARETAKER/HANDYMAN

Members discussed the draft advert circulated with the agenda and made amendments to the text. It was agreed to place the advert in the Mercury and North Somerset Times for 2 weeks with a deadline mid February. A panel of 3 would carry out the interviews and appoint with the decision being ratified at the next Committee meeting.

It was proposed, seconded and **AGREED** that the interviewing panel would be Cllr Hall, Cllr Middleton and the Town Clerk, with authority of the interviewing panel to recommend to the Committee a suitable appointment of a Caretaker/Handyman.

EP 11/92 THE STATE OF THE COUNCIL CAR PARK AND GARDENS

Members discussed the concerns raised by Cllr Knott as to the external appearance of the Council premises.

It was proposed, seconded and **AGREED** to give designated authority to the Town Clerk with the Committee Chairman to carry out the following work.

- To prune and remove the dead branches of the false acacia by the cycle racks
- To prune and tidy up the tree in the corner of the car park
- To sell the two terracotta planters currently on the footpath by the main entrance
- To get the light in the car park fixed and a new timer installed
- The Car park and garden area to be weeded by the new caretaker, also paint the step down at the side entrance gate into the car park

EP 11/93 [EP 10/79] DETAILS OF QUOTATIONS FOR TREE SURVEY FOR HERBERT GARDENS

Copies of the quotations received had been circulated with the Agenda following a discussion it was **AGREED** to accept company B quotation at a cost of £700. The Town Clerk pointed out that the successful quotation was from a tree surgeon the other quotations being from Arboriculture consultants

EP 11/94 [EP 10/82] UPDATE ON HERBERT GARDENS ACTION LIST

Members were informed that the contractor would grass seed the area around the Beech tree when the weather and timing was suitable. In respect of the wall, at the request of the Town Clerk, a builder had looked at the wall around Herbert Gardens. There are a few defects in the Hill Road retaining wall, which is the responsibility of North Somerset Council, and in the wall, which is in shared ownership with the surrounding houses. Following a discussion, it was **AGREED** to contact NSC and request they carry out a survey on the retaining wall. It was suggested that the section of the wall at the junction of Hill Road and Herbert Road should be replaced with suitable railings this would alleviate the problem with tree roots damaging the wall foundation and would increase the visibility of car drivers exiting Herbert Road; the Town Clerk to obtain costs for a future meeting.

EP 11/95 [EP 10/83] FUTURE ARRANGEMENTS FOR THE MILLENNIUM ORCHARD FOLLOWING SITE VISIT

Members were requested to put forward their thoughts concerning the Orchard following the site meeting on Saturday. Members noted the report by Mrs Slotte, the Planning Committee tree advisor, and the expression of interest from Transition Clevedon. It was **AGREED** the Town Clerk contact Transition Clevedon to discuss their interest, with a view to possible 5 year lease, at a nominal rent, and report back to the next Committee Meeting.

EP 11/96 [EP 10/68] TO RECEIVE UPDATE ON THE VILLAGE HALL SURVEY

Members noted that the report had been received in the office that week. It was **AGREED** that a working group of Cllr Shopland, Cllr Blades and Cllr Middleton be established with a remit of obtaining quotations to undertake the work highlighted in the report, plus discussing the issues with the surveyor and the Manager of CAB and report back to the next Committee meeting with a detailed action plan with costs.

EP 11/97 CHAIRMAN ITEMS FOR INFORMATION ONLY –

There were no Chairman's items for information

EP 11/98 TO DETERMINE PART I AND PART II ITEMS

There were no part 1 items.

The meeting finished at 8.20 pm

APPROVED AS A TRUE RECORD

CHAIRMAN Date