



Twinned with Pontorson



Twinned with Wassenberg

3 GILBERTS LANE
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**ENVIRONMENT & LEISURE MEETING MINUTES
TUESDAY 5 JULY 2022 @ 7.00 PM**

Present:	
Councillors:	K Saunders (Chair), (Mrs) J Bishop, A Bishop, G Dennis (No Voting Rights), G Evans, N Gardiner, (Mrs) L Vardy and R Williams.
Town Clerk:	(Mrs) D Rose
Members of the Public:	3
Apologies:	None

		Action
10	APOLOGIES & DECLARATIONS OF INTEREST: None	
11	PUBLIC QUESTION TIME (Maximum 10 Minutes) A member of the Public read out an email on behalf of a neighbour stating concerns regarding pigeon mess, rats and rubbish in Swindon Street. The Chairman requested the neighbour send the email to the Town Clerk.	
12	CORRESPONDENCE: a. Councillor P Newton Smith resigned from the Environment & Leisure Committee with immediate effect due to health reasons. b. A resident emailed to request Councillors make a definite decision on how the High Street is going to be cleaned and rid of this ongoing pigeon problem. c. An email was received from a resident raising their concern at the growing population of pigeons in the High Street and Swindon Street. The Town Clerk advised Councillors a local resident has been speaking with local businesses and has so far raised £1000.00 towards tackling this ongoing issue. The Town Clerk is to send a letter to the takeaway shops to encourage them to keep the area around their shops clean and clear of rubbish.	DR

E&L.4



Highworth is a Fair Trade Town

13	<p>MINUTES OF THE MEETING:</p> <p>RESOLVED to confirm and sign the Minutes of the Environment & Leisure Committee Meeting Tuesday 7 June 2022.</p> <p><i>Standing Orders were suspended</i> to allow Councillor K Smith to provide an update regarding out of hours drinking at the King & Queen.</p> <p>He has spoken to the Landlord who will be making various changes to address this issue. Councillor A Bishop is meeting the Licencing Officer regarding this issue and is to invite the Licencing Officer to speak with the Landlord directly.</p> <p><i>Standing Orders were reinstated.</i></p>	AB
14	<p>CEMETERY REPORT:</p> <p>Highworth Town Council (HTC) is a member of the Institute of Cemetery & Crematorium Management (ICCM) which offers free advice, guidance and training courses.</p> <p>The cemetery administration package is up and running and historical paper data is being input to bring up to date.</p> <p>The Town Clerk in conjunction with the Grounds Manager, is currently preparing a draft 5 Year Cemetery Management Plan, prepared in line with the Green Flag criteria. The 1st draft will be shared with the Committee at the end of 2022. This will essentially present the history of the cemetery whilst ensuring future burial provision for Highworth.</p>	
15	<p>ALLOTMENT UPDATE:</p> <p>Following a recent site visit to the Old Golf Course allotments there were 35 allotments that were looking neglected, all were telephoned by way of courtesy to discuss.</p> <p>The Rec Allotment Sites were visited again at the end of June. Some were in an improved state, 9 were still in a poor state, they have been contacted to advise their allotment was contravening Allotment Rule 1. 'He/She shall keep the allotment clean and in a good state of cultivation, fertility and in good condition'.</p> <p>Further advised that there would be another site visit in a months' time if no change we would reallocate the allotment plot.</p> <p>Two plots were surrendered and have since been reallocated to new tenants.</p> <p>The Park Avenue site is scheduled to be visited in July 2022.</p>	
16	<p>HMRC – RED DIESEL:</p> <p>The cost of fuel is rising and new legislation on Red Diesel restricting the usage means an overspend in the budget is forecast.</p> <p>Councillors agreed to monitor the situation regarding grass cutting.</p>	

17	<p>POLICIES:</p> <p>RESOLVED to recommend to Full Council to re-adopt following policies:</p> <ul style="list-style-type: none"> a) Environmental Policy b) Tree Policy c) Use of Podium 	
18	<p>PREVENTION MEASURE AT LOWER REC SITE:</p> <p>Swindon Borough Council (SBC) have been in contact for the requirements of a height restriction barrier, the Town Clerk has been liaising with all parties concerned, an update from SBC is imminent.</p> <p>Backhouse is sourcing soil and will be in touch with a delivery date to proceed with mounds.</p>	
19	<p>WILDFLOWER AREAS:</p> <p>RESOLVED by Councillor (Mrs) J Bishop, Seconded by Councillor R Williams that the Grounds Team convert the Fairview areas to low maintenance shrubs in the Autumn. Voting was unanimous, the Resolution was duly carried.</p> <p>RESOLVED by Councillor R Williams, Seconded by K Saunders to retain the wildflower area at Park View, Councillor R Williams is to weed and plant more wildflowers to prevent the area from becoming unsightly. Voting was 4 in Favour, 3 Against, no Abstention, the Resolution was duly carried.</p>	<p>DR</p> <p>RW</p>
20	<p>ROAD SWEEPER AND GROUNDS TEAM VEHICLES:</p> <p>RESOLVED by Councillor (Mrs) L Vardy, Seconded by Councillor R Williams to recommend to Full Council a replacement Road Sweeper is purchased. Voting was unanimous, the Resolution was duly carried.</p> <p>RESOLVED by Councillor R Williams, Seconded by G Evans to recommend to Full Council to lease the Highworth Town Council Fleet Vans. Voting was unanimous, the Resolution was duly carried.</p>	<p>DR</p> <p>DR</p>
21	<p>FIREWORKS:</p> <p>RESOLVED by Councillor J Bishop, Seconded by Councillor R Williams to retain the ticket prices as last year. Voting was unanimous, the Resolution was duly carried.</p>	DR
22	<p>MEMBERS BUSINESS:</p> <p><u>Councillor N Gardner:</u> A complaint has been received regarding a large number of cars parking in the evenings in Barra Close. The Town Clerk is to arrange for a No Parking sign to be sited on the gates.</p>	DR
<p>Meeting Closed 8.28pm</p>		

Signed:

Date: