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[www.highworthtowncouncil.gov.uk](http://www.highworthtowncouncil.gov.uk)

**ENVIRONMENT & LEISURE MEETING MINUTES  
TUESDAY 7<sup>th</sup> MARCH 2023**

<b>Present:</b>	
<b>Councillors:</b>	K Saunders (Chairman), A Bishop, (Mrs) J Bishop, G Evans, N Gardiner, (Mrs) L Vardy and R Williams
<b>Assistant Town Clerk:</b>	(Mrs) C Haines
<b>Members of the Public:</b>	6
<b>Apologies:</b>	Councillor G Dennis

		Action
63	<b>DECLARATIONS OF INTEREST:</b>  None	
64	<b>PUBLIC QUESTION TIME (Maximum 10 Minutes)</b>  A member of the public raised a complaint which has previously been investigated and closed. As per the Habitual and Vexatious Complainants Policy the Council will not engage in further correspondence dealing with the complaint.	
65	<b>CORRESPONDENCE:</b>  None	
66	<b>MINUTES OF THE MEETING:</b>  <b>RESOLVED</b> to confirm and sign the Minutes of the Environment & Leisure Committee Meeting Tuesday 7 <sup>th</sup> February 2023.	
67	<b>PLAY AREA IMPROVEMENTS:</b>  Highworth Town Council (HTC) is in the process of putting together a strategic plan to deliver updated Play Areas within the Town. The Play Area at Northview is a priority as many pieces have been removed due to health and safety. Some funds are available however, HTC is still awaiting monies to be transferred from S106 funds.	

E&L.16

68	<p><b>CLOTHES BANK AT ELM REC CAR PARK:</b></p> <p>Councillor R Williams confirmed that Halo Leisure are in communication directly with the Air Ambulance on the location of a clothes bank.</p>	
69	<p><b>ALLOTMENTS:</b></p> <p>HTC can confirm the following update since January 2023:</p> <ul style="list-style-type: none"> <li>• 35 tenants surrendered their allotments, offers were made to those on waiting list with 33 being allocated to new tenants.</li> <li>• The waiting list is now cleared, and there is an allotment vacant at each site, a notice has been displayed and we are hopeful that these will be offered in the coming week.</li> <li>• 2 additional allotments have been created by the Grounds Team at the Park Avenue site from what used to be a grassed area. These have been offered to The Forget-Me-Not Cafe Group free of charge.</li> <li>• The Grounds Team have been clearing all the surrendered plots, which in some cases was quite a task.</li> <li>• Monitoring of all allotment plots and visits are scheduled for April and September each year.</li> </ul>	
70	<p><b>MEMBERS' BUSINESS:</b></p> <p><u>Councillor (Mrs) J Bishop:</u> Thanked everyone involved in the work on the allotments.</p> <p><u>Councillor K Saunders:</u> Thanked the Grounds Team on behalf of new allotment holders who expressed their gratitude for clearing the allotments in preparation for them to take over.</p> <p><u>Councillor N Gardiner:</u> HTC preventative measures are in place at the Lower Rec.</p>	
<p><b>Meeting Closed</b> <b>19:38 pm</b></p>		

Signed: .....

Date: .....