

CYNGOR TREF
Y DRENEWYDD A
LLANLLWCHAEARN



NEWTOWN AND
LLANLLWCHAIARN
TOWN COUNCIL

MINUTES OF THE MEETING OF SERVICES COMMITTEE
on Monday 10th June 2019 at 6.30 p.m.
in the Town Council Offices, The Cross, Newtown.

Minute Ref	Agenda Item	Action
2019/20 1	1	<p><u>ATTENDANCE AND APOLOGIES FOR ABSENCE</u> To record attendance and apologies for absence.</p> <p>Committee Members: <u>Present</u> Cllr J Byrne, Cllr M Childs, Cllr V Howard, Cllr J Jones, Cllr R White.</p> <p><u>Other Councillors Present:</u> Cllr D Selby (Mayor).</p> <p><u>Apologies for absence approved by Council:</u> None.</p> <p><u>Other apologies for absence received:</u> None.</p> <p>Also in Attendance: L Davies (Operations Manager), V Williams (Democratic Services Officer).</p>
2	2	<p><u>DECLARATIONS OF MEMBERS' INTERESTS AND DISPENSATIONS</u> To receive declarations of interest from Members in accordance with Part III of the Local Government Act 2000, which established the Local Government Code of Conduct for Members. (Paper 2).</p> <p>None.</p>
3	3 3.1 3.2	<p><u>ELECTION OF COMMITTEE CHAIR AND VICE CHAIR</u></p> <p>CHAIR: to receive nominations, to resolve the election of the Chair. <i>RESOLVED:</i> <i>'Two nominations were received and Cllr J Jones is elected chair of the Services committee.'</i></p> <p>VICE CHAIR: to receive nominations, to resolve the election of the Vice Chair. <i>RESOLVED:</i> <i>'Two nominations were received and Cllr J Byrne is elected vice chair of the Services committee.'</i></p>

4	4	<p><u>PUBLIC PARTICIPATION</u></p> <p>To receive members of the public who wish to address the Committee, in respect of any item of business included in the agenda. Any member of the public wishing to speak must notify the office of the Town Clerk no later than 15 minutes prior to the start of the meeting.</p> <p>None.</p>	
5	5	<p><u>PREVIOUS CHAIRMAN'S HANDOVER</u></p> <p>Chair to give a verbal briefing to current committee members regarding the current year's activities and resolve if desired.</p> <p>Cllr R White thanked the committee members for their support over the past year. New chair, Cllr J Jones, expressed her appreciation for the work done by Cllr White.</p>	
6	6	<p><u>MINUTES OF MEETINGS</u></p> <p>To approve and sign as a correct record, the minutes of the meeting of the Services Committee 10th May 2019. (Paper 6).</p> <p><i>RESOLVED</i> <i>'Minutes of the meeting of the Services Committee 10th May 2019 are approved and signed as a correct record.'</i></p>	
7	7	<p><u>MATTERS ARISING FROM MINUTES FOR INFORMATION</u></p> <p>To report for information purposes only, matters arising from the minutes of the meeting of the Services Committee 10th May 2019.</p> <p>None.</p>	
8	8	<p><u>OPERATIONS MANAGER'S UPDATE</u></p> <p>To receive verbal progress reports from the Amenities Manager and resolve if desired as follows:</p>	
9	8.1	<p>Public Toilets</p> <p>To receive a verbal update regarding the public toilets maintained in Newtown.</p> <p>The Operations Manager confirmed that he had asked the cleaning contractors to ensure that the toilets were kept clean during the carnival activities. He is still to arrange to add signs to both sets of public toilets advising that they are funded by the people of Newtown.</p>	Operations Manager
10	8.2	<p>Parks and Flowerbeds:</p> <p>The Operations Manager reported that he had been in contact with Powys CC with regards to NLTC looking after the roundabout at the top of Longbridge Street and they are happy for this to go ahead provided visibility is maintained and health and safety concerns are addressed.</p> <p><i>RESOLVED</i> <i>'Committee confirms that they are interested in taking over the maintenance and planting of the Crescent roundabout at the end of Longbridge Street and asks that the Operations Manager takes this forward with Powys CC and also investigates the possibility of obtaining business sponsorship for the roundabout.'</i></p>	Operations Manager

		The committee requested the Operations Manager takes advice regarding suitable, brighter planting in the Robert Owen gardens and reports back to committee once options have been explored.	Operations Manager
11	8.3 8.3.1	Playparks: To receive a verbal update from the Operations Manager. A complaint has been received from a resident of Sycamore Drive regarding the amount of leaves dropped onto their property from a tree in the adjacent playpark. A contractor has been instructed to remove some of the overhanging branches as they are beyond the reach and training of the council's own staff. The complainant has been advised to put their concerns in writing to the Town Clerk directly if they are still unhappy. To resolve if desired to allocate the recently received section 106 monies, to the reuse of the existing town park play equipment.	
	8.3.2	To resolve if desired to allocate the recently received section 106 monies, to the reuse of the existing town park play equipment. Please see Item 10.2.	
12	8.4	Verbal report on work done by outdoor operatives for the previous month. Work done this month includes:- <ul style="list-style-type: none"> • Hanging baskets • Mowing and weeding • Maintenance work on playpark benches The Operations Manager advised the committee that the small NLTC van is unlikely to last much longer and he was instructed to look into options and report back. A bench in memory of Ernie Sutton has been removed from outside the Elephant and Castle Hotel at some point and the Committee requested that the Operations Manager investigates where this has gone. A request has been received for more benches in that area and it was suggested that the bench outside the NLTC office be moved to that area once the new 20 year twinning bench has been installed. The Operations Manager is to refer to Powys CC for permission to set this in motion.	Operations Manager Operations Manager Operations Manager
13	9	COMMITTEE PROJECTS 2018-19 To receive reports, and resolve if desired, regarding project leaders' scoping and progress for the following Services Committee projects:	
14	9.1	Arts Installation: To receive nominations, to resolve to elect a project leader. Cllr V Howard was nominated and elected as project leader for the arts installation project unopposed.	
15	9.2	BMX Facility: To receive nominations, to resolve to elect a project leader. Cllr J Byrne was nominated and elected unopposed as project	

		leader for the BMX facility.	
16	9.3	<p>Destination Playpark (Cllr M Childs).</p> <p>Cllr M Childs is to continue as project lead for the destination playpark project and updated the committee on recent progress. In view of the close proximity to the possible development at the Former Radio Hafren building, he suggested that they wait until Open Newtown, NLTC's partners in this project, know if they have won funding which should be no more than a month. Concerns were raised over the level of control the Town Council have over the project management. The Operations Manager is requested to arrange for plans of the new playpark to be made available at the earliest opportunity as the committee are anxious to begin.</p>	Operations Manager
17	9.4	<p>St Mary's Church Lighting: To receive nominations, to resolve to elect a project leader.</p> <p>Cllr R White was nominated to be project leader for the St Mary's Church Lighting project and was elected unopposed.</p>	
18	10 10.1	<p>FINANCE AND COMMITTEE BUSINESS PLANNING FINANCIAL YEAR 2019-20: to review and resolve if desired, the Services Committee year to date Income and Expenditure budget report (paper 10.1).</p> <p>The Services year-to-date budget report was noted.</p>	
19	10.2	<p>VIREMENT: to resolve if desired, following receipt of s106 money from Powys CC (see item 8.3.2 above) which is to be spent on the town park, a virement is needed to include the income and expenditure of this money in the budget (paper 10.2).</p> <p><i>RESOLVED</i> <i>'Services Committee recommends to Full Council that the £23,000 Section 106 monies received from the Bowling Club development be vired to cost centre 311/ 4702 allocating the funds for the town park as set out in paper 10.2.'</i></p>	Next Full Council Agenda Item
20	11	<p>STRATEGY & CORPORATE PROJECTS COMMITTEE (SCPC) To report and take forward information and queries as required, acting as a communications conduit between Committee and SCPC by lead councillor.</p> <p>The committee requested that SCPC look to consult further with the existing proprietor of the local café before proceeding further.</p>	Next SCPC Agenda Item
21	12	<p>CORRESPONDENCE To receive, for information, items of general correspondence which may be brought to the attention of the Committee by Officers.</p> <p>None.</p>	
22	13	<p>TOWN CLOCK To receive an update from the Operations Manager regarding the chiming of the town clock after 11pm, the options,</p>	

		<p>implications and their associated costs and to resolve if desired.</p> <p>Operations Manager advised the committee that the cost of amending the chimes on the town clock would be approx. £2375 including installation and contingency. Cllr D Selby offered to liaise with the complainants regarding the cost to ask if they wished to contribute. There will then be a consultation with the townspeople and the Chamber of Trade before any decision is made.</p>	Cllr D Selby
23	14	<p><u>HEALTH & SAFETY</u></p> <p>To report and resolve if desired, on matters of NLTC health and safety brought to the attention of the Committee.</p> <p>None.</p>	
24	15 15.1	<p><u>ITEMS FOR PUBLICITY, PRESS & FACEBOOK LIVE</u></p> <p>News Items: to resolve items for issue as publicity, to the press and for inclusion in the Facebook Live broadcast.</p> <ul style="list-style-type: none"> • Introduction to new Mayor • Introduction to new Deputy Mayor • Town Clock 	
25	15.2	<p>Facebook Live Attendance: to nominate Members to attend the next broadcast on Wednesday 19th June..</p> <ul style="list-style-type: none"> • Cllr D Selby • Cllr R White 	Cllr D Selby Cllr R White
26	16	<p><u>MEMBERS' ANNOUNCEMENTS FOR INFORMATION, ITEMS FOR FUTURE SERVICES AGENDA & DATE OF NEXT MEETING</u></p> <p>Next Services Committee meeting is Monday 8th July 2019, 6.30pm, at the Town Council Offices subject to confirmation from Full Council at the Annual meeting.</p> <p>A request has been received from the Newtown WI asking if they would be able to place two scarecrows in the Robert Owen Gardens in August to celebrate the 100th anniversary of the Women's Institute.</p> <p>RESOLVED: <i>'Committee supports the request from Newtown WI to place two scarecrows in the Robert Owen gardens to commemorate the 100th anniversary of Women's Institutes and asks the Operations Manager to identify sites and liaise accordingly.'</i></p>	Operations Manager

The meeting ended at 7.40pm

Chairman:

Date: