Minutes of the Committee Meeting held
on 6th June 2019

Present: Cllrs Terry O'Neill, Scott Radford, Harvey Vasey, Tony Neville,
Norma Raynes

In attendance:
Nicola Young – Town Clerk

1. Election of Chairman
   After a proposal from Cllr Neville, seconded by Cllr Raynes, it was
   P&PR/01/1920 RESOLVED that Cllr Terry O'Neill be appointed as Chairman
   of the Parks & Public Realm Committee.

2. Election of Vice Chairman
   After a proposal from Cllr Neville, seconded by Cllr Raynes, it was
   P&PR/02/1920 RESOLVED that Cllr Scott Radford be appointed as Vice
   Chairman of the Parks & Public Realm Committee.

3. Apologies
   Cllr Rose Snell

4. Declarations of Interest: None received.

5. Minutes of Previous meeting:
   After a proposal from Cllr Vasey, seconded by Cllr Neville, it was
   P&PR/03/1920 RESOLVED that the minutes from the Parks & Public Realm
   Committee meeting on 4th April 2019 be signed as an accurate record of that
   meeting.

6. Remaining Business:
   a. After a proposal from Cllr O'Neill, seconded by Cllr Raynes, it was
      P&PR/04/1920 RESOLVED that the Town Clerk proceed with getting
      prices for the “No Wheels, No Entry” skate park signage. Councillors
      were requested to think about alternative solutions.
   b. After a proposal from Cllr O'Neill, seconded by Cllr Neville, it was
      P&PR/05/1920 RESOLVED that the following items are signed-off the
      Parks & Public Realm Committee Resolution Record: items 1, 2, 3, 5
      and 10
   c. Business Plan. After a proposal from Cllr Raynes, seconded by Cllr
      Neville, it was P&PR/06/1920 RESOLVED that:

   Initialled: ........................................
i. P9 “Increase events & entertainment in parks” be moved to Cultural & Civic Centre Business Plan.

ii. P13 “Deermoss Play Area Upgrade” – to increase the ‘No Dog Fouling’ Signs, and draft a press release regarding the hazards of dog faeces to children, that dog bags can be put in any bins and that the responsibility lies with the owner.

iii. P15 “Heritage boards in parks” – Clerk to work with Heritage Centre on the project.

After a proposal from Cllr Radford, seconded by Cllr Raynes, it was **P&PR/07/1920 RESOLVED** that Cllr Harvey Vasey will undertake the groundwork for P18, “Footpath from Mill St to Jubilee Park”.

After a proposal from Cllr Radford, seconded by Cllr Vasey, it was **P&PR/08/1920 RESOLVED** that the following projects to the Parks & Public Realm Business Plan:

<table>
<thead>
<tr>
<th>No</th>
<th>Project Name</th>
<th>Details</th>
<th>Projected Costs for Budget</th>
<th>S / M / L Term Project</th>
</tr>
</thead>
<tbody>
<tr>
<td>P20</td>
<td>CNE CAT</td>
<td>To negotiate taking on CNE through CAT process</td>
<td></td>
<td></td>
</tr>
<tr>
<td>P21</td>
<td>Bird boxes</td>
<td>To install bird boxes in trees in Jubilee Park</td>
<td>S</td>
<td></td>
</tr>
<tr>
<td>P22</td>
<td>Park ideas montage</td>
<td>To include the ideas montage within the Parks &amp; Public Realm business plan</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

7. **Public:**

After a proposal from Cllr O’Neill, seconded by Cllr Vasey it was **P&PR/09/1920 RESOLVED** to suspend standing orders for public session.

The issue of dog mess around children’s play areas was brought before Committee. The Clerk was requested to find out the law regarding dog mess and within how many metres of a children’s play area a dog could be.

The Town Clerk suggested a ‘highlight the poo’ project, to use brightly coloured spray to circle dog mess within parks, which can make quite an impact and ‘highlight’ the problem. The Town Clerk was requested to find out if this could also be done within the town centre on the pavements.

After a proposal from Cllr Neville, seconded by Cllr Vasey, it was **P&PR/10/1920 RESOLVED** to reinstate Standing Orders.
8. Accounts:
After a proposal from Cllr O’Neill, seconded by Cllr Vase, it was P&PR/11/1920 RESOLVED to accept the Parks & Public Realm Month 1 & 2 accounts which were duly signed, noting fund available as £124,982.

9. Update on Work with Contractor
After a proposal from Cllr O’Neill, seconded by Cllr Vase, it was P&PR/12/1920 RESOLVED that the item would be deferred to the next meeting.

10. Jubilee Park
   a. Skate Park sign “No Wheels, No Entry”
   b. Noticeboards
After a proposal from Cllr O’Neill, seconded by Cllr Radford, it was P&PR/13/1920 RESOLVED that the items would be deferred to the next meeting.

11. Confidential Business
After a proposal from Cllr O’Neill, seconded by Cllr Radford, it was P&PR/14/1920 RESOLVED that under the Public Bodies (Admissions to Meetings) Act 1960, the public and press be excluded for the remainder of the meeting because of the likely disclosure of private and confidential information or staff matters.

12. Parks Contract
After a proposal from Cllr Raynes, seconded by Cllr Radford, it was P&PR/15/1920 RESOLVED that the draft Tender be put before full Council on 20th June 2019 for agreement.

Meeting closed at 2003 hrs

Signed: ....................................................... Date: .................................
Chairman

Initialled: ........................................