

BARNSTAPLE TOWN COUNCIL  
Minutes of Environment Committee  
Monday 10th July 2023 at 7.00 pm  
The Guildhall, Butchers Row, Barnstaple

Present: Councillors:

V Elkins, M Lovering, L York, P Leaver, J Coates, I Williams, D Clayton  
and K Stevenson

Also in attendance:

R Ward, Town Clerk  
N Hampson, Assistant Town Clerk (Estates)  
Members of the Public: 1

Apologies for absence:

T Clarkson, L Dawson, G Kennedy and M Pullen

**1 Election of Chairperson**

Cllr J Coates was nominated by Cllr P Leaver, seconded by Cllr V Elkins and elected unanimously.

**2 Election of Vice-Chairperson**

Cllr L York was nominated by Cllr P Leaver, seconded by Cllr M Lovering and elected unanimously.

**3 To receive and approve apologies for absence.**

Apologies and reasons for absence were received and approved (NC).

**4 To receive any dispensations and disclosable pecuniary or other interests.**

Cllrs L York, M Lovering, P Leaver, D Clayton & K Stevenson as members of North Devon Council, have a dispensation under SO66 to discuss and vote on any item on the agenda unless the item refers to a financial or legal agreement or a dispute between the two authorities.

**5 To approve as a correct record the minutes of the Environment Committee Meeting held on 9th January 2023**

**RESOLVED:** That the minutes of the meeting held on 9<sup>th</sup> January 2023, are approved as a correct record and signed by the Chairperson.

**6 Budget Monitoring Report**

**RESOLVED:** To note the budget monitoring report for June 2023. Approved (NC).

**7 To approve delegation of the maintenance of Rock Park from the Rock Park Trust Committee to Barnstaple Town Council.**

Under the updated Town Council Committee Remits approved by Barnstaple Town Council at its Annual Town Council Meeting on 15<sup>th</sup> May 2023, it was proposed that responsibility for the maintenance of Rock Part to be formally delegated to the Town Council Environment Committee.

**RESOLVED:** To approve the proposed delegation of the maintenance of Rock Park from The Rock Park Trust Committee to Barnstaple Town Council (NC).

Responsibility for budget allocations and monitoring will remain with

the Rock Park Trust Committee, but some decisions will need to be delegated to the Environment Committee.

**RESOLVED:** To approve that a scheme of delegation between the two committees be produced and brought to a future meeting for approval, councillors requested that the following be considered for inclusion:

- What is included within the maintenance responsibilities?
- The management of hirings.
- The frequency of meetings.
- Limits of spending.
- Friends and users of Rock Park representation.
- Communications strategy.
- Project management.
- Strategy and the forward plan for the management of the park.

Approved (NC)

**8 Public realm, including footpaths, watercourses, seats and benches, Litter bins and other environmental issues.**

The Assistant Town Clerk presented a verbal report that covered this and the following agenda items, it covered the following:

- The role and progress being made by the Town Centre Ranger.
- Repairs and maintenance of benches in the Town Centre, the company undertaking the works on the Pannier Market have agreed to replace the wooden slats on most of the benches these will subsequently be badged and maintained by the Town Council.
- New Town Centre waste bins are going to be installed by NDDC.
- BTC Officers have been meeting with NDDC Officers to discuss issues of cleansing and other maintenance in the Town Centre, as a result additional resource is being allocated by NDDC to deal with cleansing problems after 2.00pm when the current operative shift ends.
- A "Report it" webpage that is currently being developed on the Town Council website which was enthusiastically received by the committee, approval by NDDC is needed before it can go live.
- Delegated powers for street licences and A-Boards are currently being negotiated with DCC and NDDC.

The committee thanked the Assistant Town Clerk for his report and asked for it to be provided in advance of the meeting in future to aid with the discussion.

The committee resolved to note the report (NC).

**9 Environmental volunteering and community initiatives, including sponsorship of green and planted areas and the provision of**

**floral displays.**

Dealt with under the previous item.

**10 Management of allotments**

RESOLVED: To approve amendments to the Rules & Guidance Agreement for the forthcoming year starting 1<sup>st</sup> October 2023 The proposed amendments include:

1. Removal of the words “large play equipment” Rule W6 & W21 from the agreement.
2. Addition of new requirement G18 stipulating that live bamboo plants are prohibited from allotment sites.

Approved (NC).

**11 Barnstaple in Bloom Update**

The Committee received the report from the Barnstaple in Bloom committee on current projects and progress.

There was particular interest from the committee in the sponsored areas and how they are managed, it was agreed that this would be brought to a future meeting as a report for discussion (NC).

**12 Town Council Vision and Strategy (standing item)**

Councillor I Williams raised concerns about the impact of new housing developments on local facilities and how this will affect services delivered by Barnstaple Town Council.

It was agreed that this needs to form part of the wider Town Council Vision and Strategic Plan, a proposal will be added to the next Town Council Meeting agenda to form a working group to take this forward (NC).

**13 Matters to be taken in the absence of press and public, in accordance with the Public Bodies (Admissions to Meetings) Act 1960, as the item contains exempt information as defined by Standing Order 81(c, d and f) (NC).**

**14 Maintenance of highway verge areas, The Square and other planted areas.**

RESOLVED: the committee approved a proposal to explore the extension of the services delivered directly by the Estates Team and for officers to ensure that due diligence is followed in the implementation of the decision (NC).

Meeting closed at 9.08 pm.

Chairman.

Signed: .....

Dated: .....