

Whitchurch Town Council

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PARKS AND PUBLIC REALM COMMITTEE MEETING

29 October 2021

To: Members of Whitchurch Town Council's Parks and Public Realm Committee: Cllrs J Thornton, M Phipps, A Jackson, P Lea, G Sullivan, M Ridgeway, R Hewson.

Dear Councillor,

Dated this twenty-ninth day of October 2021, you are hereby summoned to attend a meeting of Whitchurch Town Council's Parks and Public Realm Committee to be held at 19:00 on the fourth day of November 2021.

The meeting will be held in the Edward German Room, Whitchurch Civic Centre, SY13 1AX.

If you are unable to attend the meeting, please provide prior notice of your apologies.

Yours sincerely,

A handwritten signature in cursive script that reads "Luke Trevaskis".

Mr Luke Trevaskis

Note to Public:

Due to Covid-19, capacity at public meetings may be limited.

Please note that meetings are audio recorded and you are requested to inform the meeting if you are recording or filming.

Permission to speak at a meeting during public participation will be at the discretion of the Chairman. No person shall speak on more than two items and for no longer than a total of three minutes. Any questions shall not require a response at the meeting nor start a debate. If any representations are considered outside the remit of Whitchurch Town Council, residents shall be referred to the principal authority or other appropriate body.

AGENDA

1. **Election Chairman** - to duly elect a Chairman.
2. **Apologies** - to receive apologies for absence.
3. **Declarations** - to receive declarations of members' interests.
4. **Minutes** - to approve the minutes of the last meeting.
5. **Public Participation** - members of the public are invited to make representations.
6. **Accounts** - to receive committee accounts.
7. **Parks + Public Realm Resolution Record** - to receive the latest resolution record.
8. **Public Realm Work** - to receive an updated report on works undertaken.
9. **Contractor Monthly Report** - to receive a report on works undertaken.
10. **Cemetery** -
 - i) to note a brown bench has been ordered for the resident (6-8 week delivery lead-time) and the facilities staff of WTC will install a concrete base in time for the delivery of the bench.
 - ii) to note costs of concrete base installation.
 - iii) to consider the revised Memorial Bench Policy and Appendix.
 - iv) to receive an update on the quotes for the toilet installation.
11. **CCTV** - to consider quotes, receive an update and agree further actions.
12. **Street Lighting** - to receive an update on Deermoss Alley and Hospital Alley lights.
13. **Exclusion of Press and Public** - to consider, in accordance with Section 100A(4) of the Local Government Act 1972, the press and public be excluded from the meeting for the following business, on the grounds that it could involve the possible disclosure of exempt information as defined in paragraphs 1 and 2 of Schedule 12A of that Act.
14. **Deermoss Meadow** -
 - i) to receive an update on the play area design and quotes, and agree actions.
 - ii) to receive an update on the removal of the Covenant and agree actions.
 - iii) to receive an update on the occupation of land under the ownership of WTC and agree actions.
15. **Japanese Knotweed** - to receive quotes to treat the Japanese knotweed that has been reported in Jubilee Park and agree actions.
16. **Football Pitches** - to receive an update on quotes and agree actions.
17. **Jubilee Drainage** - to receive an update.
18. **Parks Voluntary Works** - to discuss voluntary works undertaken in the public realm and agree actions.
19. **Parks Shed and Contractors Yard** -
 - i) to discuss present situation and agree actions.

- ii) to note officer responsible at SC has been identified and a meeting is being arranged to discuss any potential asset transfer options that may be available.
20. **Scottish Power Land** - to note a historic request regarding a potential acquisition of the land opposite Jubilee Park has prompted recent correspondence from Scottish Power. To consider the title plan, any possible use, and agree whether or not to make further enquiries to present a proposal to full council.
21. **Grounds Maintenance Contract** - to discuss the recent correspondence and agree actions.