



Public Document Pack

Barnstaple Town Council

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Mr Robert Ward, Town Clerk

There will be a meeting of **Environment Committee** on **Monday 24th January 2022** at **7.00 pm** in **The Guildhall, Butchers Row, Barnstaple** to which you are summoned for the transaction of the undermentioned business.

Questions by the public

There will be a period for questions by the public at a time to be determined by the Chairman. Anyone wishing to ask questions is requested to notify the Town Clerk by 12 noon on the day of the meeting.

Recording, photographs and filming

In accordance with the Council's Protocol for the Recording or Reporting of Council and Committee Meetings, the press or public may audio-record, photograph or film meetings, or report from the meeting using social media. As such, members of the public may be recorded or photographed during the meeting. Anyone wishing to record or photograph the meeting must notify the Town Clerk before the commencement of the meeting.

Mr Robert Ward
Town Clerk
Tuesday 18 January 2022

Members of the Committee:

Councillors: V Elkins, R Knight, J Carter, M Lovering, L York (Chair), R Mack, J Coates (Vice-Chair) and G Marchewka.

AGENDA

- 1. To receive and approve apologies for absence.**
All apologies must be notified to the Town Council offices by 5pm on the day of the meeting.
- 2. To receive any dispensations and disclosable pecuniary or other interests.**
- 3. To approve as a correct record the minutes of the Town Council meeting held on 4th October 2021 (Pages 3 - 4)**
- 4. Budget Monitoring Report (Pages 5 - 6)**
- 5. To receive an update from the Allotment Working Group meeting of 11th January 2022**

6. To receive a proposal and updates from Barnstaple in Bloom

- a. **Hanging Baskets:** To consider supporting the purchase of up to 120 Hanging Baskets for the town centre.

The total cost is £6,000 plus VAT.

The intention is to sell the hanging baskets to businesses in the town, but they need to be ordered within the next few weeks in order to enable the suppliers to get them ready. They would then be sold on to local town centre businesses and the Town Council funds would be reimbursed.

- b. **Highway Maintenance Community Enhancement Fund (HMCEF):** To note that Barnstaple in Bloom have been awarded a of £5,462 from Devon County Council, for the following in the town centre and the Strand.

The painting of Lamp columns, Bollards, Decorative bollards, Tree surrounds, Tarka trail sign, Railings, Mooring bollards and Preparation materials.

The work will be undertaken by volunteers, Town Council staff and professional contractors.

- c. **Purchase of a weeding machine:** To consider supporting the application to (HMCEF) for a petrol-powered weeding machine.

Devon County Council have suggested that the Town Council might be the best organisation to apply for this because of the training and qualifications needed to operate it on the highway.

The Town Council would be responsible for the maintenance and fuel for the machine.

- d. To note that the **Anberol Planters** approved at the last meeting have arrived and that the committee approved the purchase of the Plug plants and compost for the planters.

7. To receive and consider an update about litter bins and dog waste bins

Cllr York to give an update from the recent North Devon Council workshop about the future management of litter bins and the Town Clerk to give an update on the current negotiations about the emptying of dog waste bins in the parish of Barnstaple.

8. To note that the new bench for Rotary Gardens, Pilton has been purchased and will be installed soon.

BARNSTAPLE TOWN COUNCIL

Minutes of Environment Committee

Monday 4th October 2021 at 7.00pm in The Guildhall, Butcher's Row.

Present: Councillors:

Cllrs L York (Chair), V Elkins, R Knight, J Carter (Vice-Chair), M Lovering, R Mack & J Coates

Also in attendance:

Mr Robert Ward (Town Clerk),

Members of the Public:0

1. **Election of the Chairman**

Cllr York was nominated by Cllr Lovering and duly elected (NC).

2. **Election of the Vice-Chairman**

Cllr Coates was nominated by Cllr Elkins and duly elected (NC).

3. **Apologies for absence**

Apologies and reasons for absence were received and approved from Councillors A Rennles (family) and J Orange (health) (NC).

4. **Dispensations and Disclosable Pecuniary Interests**

Cllrs M Lovering, L York & R Mack as members of North Devon District 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 dispute between the two authorities.

5. **Minutes of the last meeting**

RESOLVED: That the minutes of the meeting held on 26th April 2021, are approved as a correct record and signed by the Chairman. (NC)

6. **Budget Monitoring**

There were errors on the presented budget monitoring sheet. The Town Clerk will circulate an updated version and include a breakdown of the costs for Nominal Code 5520.

7. **Barnstaple in Bloom update and proposals**

Councillors were very grateful for the Barnstaple in Bloom 2021-22 Development Plan (Appendix One).

RESOLVED: To approve the purchase of three Anberol tiered planters at up to the value of £2,500 and to contribute up to £500 for the purchase of plug plants and compost in preparation for the 2022 planting season (NC).

8. **Town Council Carbon Footprint Baseline.**

Councillors received a report (Appendix two) proposing work in partnership with 361 Community Energy to establish the Town Council's carbon footprint baseline.

RESOLVED: To approve the sum of £2,450 to support the partnership work with 361 Community Energy (NC).

9. Motion from Cllr Coates to purchase two benches for Rotary Gardens in Pilton.

RESOLVED: To approve the purchase of two benches up to the value of £2,500 and to include a plaque on each bench identifying that they were purchased by Barnstaple Town Council (NC).

10. Councillors received, noted and approved the minutes of the Allotments Working (Appendix three) Group of 21st September 2021 (NC)

11. Councillors received noted and approved the minutes of the Climate Emergency Working Group (Appendix four) of 20th September 2021 (NC)

Meeting closed at 7.50pm.

Chairman.

Signed:

Dated:

BARNSTAPLE TOWN COUNCIL
2021-2022 BUDGET VARIANCE REPORT - YEAR TO DATE
December 2021
Environment Committee

Code	Dept	Detail	YTD Actual	YTD Budget	YTD Variance	Annual Budget	Earmarked Reserves
4015	5	Grounds maintenance	15,363		15,363		
4572	5	Allotment rents	7,540	6,500	1,040	6,500	
4016	5	Parish Paths	1,000	1,000		1,000	
Total Environment Income			23,903	6,500	16,403	7,500	
5520	5	Planted Areas (Floral Displays)	16,594	37,499	20,905	50,000	6,000
5521	5	Square maintenance	789	1,125	336	1,500	
5543	5	Allotments - Water	1,366	1,650	284	2,200	
5553	5	Allotments - Improvements		3,750	3,750	5,000	4,300
5554	5	Allotments - Maintenance	217	1,500	1,283	2,000	300
5556	5	Vehicles (lease, repairs, etc)	20,442	5,250	-15,192	7,000	3,000
5557	5	Fuel	3,454	1,876	-1,578	2,500	
5558	5	Tools & Equipment	4,349	3,750	-599	5,000	5,000
5559	5	Trees	175	1,000	825	1,000	5,000
5560	5	Climate Emergency		3,000	3,000	3,000	5,000
5569	5	Community Projects					5,000
5576	5	Footpaths		500	500	500	1,800
5577	5	Street Furniture - Benches/Litter Bins		1,000	1,000	1,000	5,000
Total Environment expenditure			47,386	61,900	14,514	80,700	40,400
Overall Surplus (Deficiency)			-23,483	-55,400	1,888	-73,200	

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