

Minutes of a meeting of the **Environment Committee** of the Bingham Town Council held in **The Old Court House**, Church Street, Bingham, on **Tuesday, 1st December, 2015, at 7.15 p.m.**

PRESENT:

Councillor G. Davidson - Chairman
 " A. Harvey
 " K. Hayes-Heath
 " Mrs. E. Hutchison
 " Mrs. K. Vallance

Also in attendance: Councillor Mrs. A. Langford
 " F. Purdue-Horan
 County Councillor M. Suthers
 1 Public
 1 Press

1.00 APOLOGIES FOR ABSENCE AND ACCEPTANCE:

Apologies for Absence and Acceptance were received and accepted from Councillor Mrs. T. Kerry.

2.00 DECLARATIONS OF INTEREST:

There were no Declarations of Interest received.

3.00 MINUTES:

The Minutes of the meeting held on the 6th October, 2015, having been circulated prior to the meeting, were taken as read, approved and signed by the Chairman as a correct record.

4.00 MATTERS ARISING (FOR INFORMATION ONLY):

01 Folio 8007/4.01 - Covered Litter Bins

Rushcliffe Borough Council's confirmation that it will install a dog bin on Carnarvon School footpath was noted.

02 Folio 7933/11 - Covered Litter Bins

Nottinghamshire County Council's response to the request for a grit bin on Wychwood Road was noted.

5.00 CLERK'S UPDATE:

See attached Appendix 'A'.

Continued...../

Minutes of a meeting of the **Environment Committee** of the Bingham Town Council held in **The Old Court House**, Church Street, Bingham, on **Tuesday, 1st December, 2015, at 7.15 p.m.** continued.....

6.00 MATTERS RELATING TO PARKING ISSUES:

- 01 Car Park Working Group - Update, including any Recommendations, Situation re. ex Police Station Site and response from Rushcliffe Borough Council re. Free Parking in Newgate Street

Councillor Mrs. Vallance gave a brief update on the previous meetings, and the following recommendations were made. Refer to Appendix 'B':-

RECOMMENDATION 1

C.P.W.G. would like to recommend that Needham Street and Union Street car parks also be considered at the same time with a view to 'Pay & Display' for longer stays, charges to be set by R.B.C. in line with similar sites within Rushcliffe.

RECOMMENDATION 2

C.P.W.G. would like to recommend that the Base Budget should be considered and approved.

Councillor Mrs. Hutchison reported that approaches had been made to two businesses re./ parking at Butt Field and had been met with a negative response.

Terms of Reference for the former police station site were discussed under Private & Confidential Matters

7.00 TO CONSIDER ENVIRONMENT COMMITTEE BUDGETS FOR 2016/2017:

It was agreed to

RECOMMEND Environment Committee Budgets for 2016/2017 as per attached Appendix 'C'.

8.00 NOTTINGHAMSHIRE COUNTY COUNCIL'S PROPOSALS FOR 20 M.P.H. SCHOOL SPEED LIMIT AT TOOTHILL AND CARNARVON SCHOOLS:

Consideration was given to the above and there were no objections. (See attached Appendix 'D').

Continued...../

Minutes of a meeting of the **Environment Committee** of the Bingham Town Council held in **The Old Court House**, Church Street, Bingham, on **Tuesday, 1st December, 2015, at 7.15 p.m.** continued.....

Standing Orders were suspended for the following item only in order to allow a member of the public (Vice-Chairman of Orston Parish Council) to take part.

9.00 MATTERS RELATING TO BUS SERVICES:

Trent Barton had provided a rather negative response to the Town Council's letter expressing concerns over the service. Councillors felt that it was rude and offensive, and that Trent Barton was not listening to the public by taking their complaints on board. It was agreed that the Clerk contacts the Manager at Trent Barton, expressing the Town Council's concerns and complaining about the tone of the response. It was felt that the buses were generally full before reaching Bingham, therefore, they didn't stop; evening services being cancelled; speeding; taking longer to reach Nottingham; buses should not go along Willow Road until 8.00 a.m. at the earliest.

It was agreed to contact Radcliffe-on-Trent, Orston, Cropwell Butler and Cropwell Bishop Parish Councils with a view to having a meeting at Nottinghamshire County Council (arranged by County Councillor Suthers) to discuss the current dissatisfaction with the service.

10.00 RUSHCLIFFE BOROUGH COUNCIL'S RESONSE TO DOORSTEP RECYCLING FACILITIES IN BINGHAM:

A meeting was being arranged with the Rushcliffe Borough Council portfolio holder and Borough Council Officers to consider the above.

11.00 UPDATE ON TRAFFIC REGULATION ORDERS FOR CHERRY STREET, CHURCH STREET, GRANTHAM ROAD, FOSTER'S LANE, LONG ACRE AND LONG ACRE EAST:

It was noted that the deadline for responses to the above is the 4th December, 2015.

12.00 CONFIRMATION OF THE DIVERSION OF BINGHAM FOOTPATH NO. 11 (FOOTPATH TO CARNARVON SCHOOL):

The above confirmation was noted.

13.00 CORRESPONDENCE:

There were no items of correspondence received for consideration.

As there was no further business to transact, the meeting closed at 8.50 p.m.

.....
CHAIRMAN.

Date:-

Minutes of a meeting of the **Environment Committee** of the Bingham Town Council held in **The Old Court House**, Church Street, Bingham, on **Tuesday, 1st December, 2015**, at 7.15 p.m. continued.....

CLERK'S UPDATE:

DETAILS	ACTION TO BE TAKEN
N.C.C. Grass-cutting	Monitoring.
Restricted parking on Cherry Street/Church Street	Traffic Regulation Orders in progress
Network Rail/East Midlands Trains/Station Issues	Further meeting to be arranged.
Bingham Police Station Site	On-going – Terms of reference received from Police.
Bingham Signal Box	Network Rail Disposal Form has been signed by Clerk confirming B.T.C. will be presented with the name-board.

Continued...../

Minutes of a meeting of the **Environment Committee** of the Bingham Town Council held in **The Old Court House**, Church Street, Bingham, on **Tuesday, 1st December, 2015**, at 7.15 p.m. continued.....

**CAR PARK WORKING GROUP
BINGHAM TOWN COUNCIL OFFICES
MONDAY 9TH NOVEMBER 2015**

Present: Councillor Kath Vallance (Chair) Councillor Alan Harvey
 Councillor Andrew Shelton Councillor Rowan Bird
 Councillor Elizabeth Hutchinson Councillor Alison Langford

Apologies: **Cllr Orr, Cllr Davidson, Cllr Stockwood**

		Action
2	Agree Minutes of Meeting held 05.10.2015: AGREED	
3	<p>Butt Field as overflow parking for workers:</p> <p>KV passed results of parking survey's and questionnaires to Cllr Hutchinson to allow her to target and approach businesses with regards to parking on Butt Field.</p> <p>EH advised the only issue now was to fill the pot holes and she was waiting Al Hanigan to confirm when this would be done. Butt Field are arranging signage and a banner.</p> <p>AH ran through a draft of the Car Park Budget and Car Parking Projects Key Risks (Attached). Cllr's were asked to look over and advise if they felt any amendments were required. Point 9 '<i>Police Stn site withdrawn prior to other long term sites becoming available</i>' was identified as the highest risk factor and as such an extension from 1 months notice, to 3 months notice would be requested.</p> <p>Recommendation that the Base Budget should be considered and approved at the next Environment Committee meeting.</p>	KV
4	<p>Set date and plan evening meeting with Bingham Businesses:</p> <p>Cllr's agreed to postpone this meeting until we have more information to pass on to Businesses with regards to solutions, such as Police Station site and news on time restrictions for Newgate Street Car Park. In the meantime EH to approach businesses and canvas over use of Butt Field.</p> <p>KV to chase Lynn with regards to contacting RBC over timed parking in Newgate Street Car Park. Due to the cost of parking orders and RBC request to cut costs by bundling requests into one package, Cllr's felt it should also be recommended that Needham Street and Union Street Car Parks also be considered at the same time with a view to 'Pay and Display' for longer stays, charges to be set by RBC at their discretion.</p> <p>Recommendation that Needham Street and Union Street Car Parks also be considered at the same time with a view to 'Pay and Display' for longer stays, charges to be set by RBC in line with similar sites within Rushcliffe.</p>	EH KV KV

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5	<p>Update on contacts with Partner Agencies:</p> <p>Police Station site 'Terms' and 'Costing'</p> <p>AH advised that the lease was still under negotiation through solicitors with regards to the 'notice period' etc and will hopefully be resolved within a month. LH has advised that all four trip hazards are now filled we just need to look at lighting and signage.</p>	
6	<p>Highlight any new issues:</p> <p>Cllr's are aware that there needs to be better communication with the public. KV mentioned CPWG update in the 'Town News' but Cllr's felt an online presence was needed. RB advised that a 'Working Party for Communications' was being set up through Communities Committee and will include Community Committee members and one each from the other committees and open to all Cllr to attend.</p>	RB
7	<p>Any other business:</p> <p>AS showed more photo's of parking offences in the town.</p> <p>BT Car Park was suggested as a possible site - enquire about use.</p> <p>JF has also suggested enquires be made about the car park at Church House which is largely unused at weekends.</p>	LH LH
8	<p>Date of next meeting: 10am MONDAY 11th January 2016</p>	

Minutes of a meeting of the **Environment Committee** of the Bingham Town Council held in **The Old Court House**, Church Street, Bingham, on **Tuesday, 1st December, 2015, at 7.15 p.m.** continued.....

DATE AND TIME OF MEETING:	30th November 2015 10am
NATURE OF MEETING:	Meeting with NCC Officer Paul Hillier re Parking
IN ATTENDANCE:	Councillors EH, ARH, KV NCC Rep. P.Hillier
DECLARATIONS OF INTEREST:	None

		TO BE ACTIONED BY
1.	Apologies – Cllr. G. Davidson,	
2.	Cllr. K. Vallance welcomed everyone to the meeting and thanked PH for attending.	
3.	Overview of current parking situation – Cllr. KV updated PH on the current situation in line with the last Environment Cttee. minutes and recommendations. A request has been made to RBC for 3hrs. free parking in Newgate Street car park and an acknowledgement received that it would be forwarded to the Bingham & R-o-T Growth Board. It was noted there was a concern over the knock on effect off on street parking. A recommendation was going to be made that RBC also implement parking charges at Union St. & Needham Street car parks.	
4.	Long stay parking – KV confirmed that 2 sites Butt Field Sports Ground and former Police Station site were being looked into re providing long stay parking for Bingham business employees. There would be a charge at BFSG and this was currently operational; however, as yet had not been used. Terms of reference re former Police Station site were being addressed. Unfortunately a few businesses had responded in a negative manner re suggestions. ie. Health Centre, Royal Mail.	
5.	Station Street was presenting a parking problem due to Royal Mail employees no longer being allowed to park on site therefore they park on Station Street and therefore there were no places for members of the public to park on collecting parcels. Clerk trying to arrange a meeting with Royal Mail to discuss the problem.	
6.	Due to changes to the bus services outlying village residents were driving into Bingham, requiring additional parking.	
7.	PH explained that NCC may not fund a scheme which would only move the problem from one area to another. He would investigate the travel plan in relation to Health Centre & suggested BTC write to Health Centre re their travel plans. PH suggested NCC could address Station Street by allowing residents parking permits but all others only 30min. parking allowed. To implement this residents would have to be surveyed 65% of the 35% who responded would have to be in favour before it could go ahead. In considerate parking could be addressed with use of Hbars which would normally incur a charge, however, if undertaken alongside a scheme this would be waived.	

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8.	Businesses – KV confirmed another meeting with businesses required and would like PH present to go through Business Travel plans if possible. PH confirmed funding had been requested to enable Travel Plan advice to be given to businesses in 2016/2017. Agreed an evening meeting to be arranged but nearer to March when funding would be able to be released in April if successful.	
9.	Union Street – one way. PH supported this idea and also road could be narrowed subject to the infrastructure ie. site of inspection chambers, manhole covers etc. as it would too expensive to move them. PH would request a design brief & costings with a view to implementation in 2016/2017.	
10.	Market Street loading bay – PH had viewed this but did not support the idea due to the length of the pavement, however he would try to get the bollards reinstated to prevent parking & access on to the pavement.	
11.	Market Place/Church Street One Way – PH doesn't support this idea as it would only encourage more cars into the town centre and would be more dangerous for pedestrians. Every vehicle would have to pass the school access road.	
8.	KV closed the meeting by thanking everyone for attending .	
	Meeting finished at 12.10pm	

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REPORT FOR ENVIRONMENT COMMITTEE MEETING 1.12.15 FROM 'CAR PARK WORKING GROUP' (CPWG)

Updates:

The CPWG put forward 6 recommendations which have now be approved through Full Council:

Recommendation 1: A further meeting is arranged with Businesses to feedback results from the questionnaire and pass on advice from NCC with regards to setting up work based travel plans. This meeting will be held in the evening outside of working hours to allow more to attend.

- Paul Hillier (NCC) has agreed to attend and pass on advice with regards to work based travel plans, he has proposed monies be put aside in the next financial period to assist with this. This meeting is now planned for the first quarter of 2016 by which time we should have more information to pass on with regards to this. The Town Council should also have more news with regards to use of the Police Station site and developments with regards to time restrictions for Newgate Street Car Park.

Recommendation 2: We recommend that BTC request Rushcliffe Borough Council implement parking restrictions in Newgate Street Car Park with a limit set at 3 hours maximum stay.

- This recommendation has been passed on to RBC who have advised that this is to be referred to the Growth Board (Lynn to update).
- Due to the cost of parking orders and RBC request to cut costs by bundling requests into one package, CPWG felt it should also be recommended that Needham Street and Union Street Car Parks also be considered at the same time with a view to 'Pay and Display' for longer stays, charges to be set by RBC at their discretion.

CPWG would like to recommend that Needham Street and Union Street Car Parks also be considered at the same time with a view to 'Pay and Display' for longer stays, charges to be set by RBC in line with similar sites within Rushcliffe.

Recommendation 3: CPWG would like to recommend that Butt Field Committee be allowed to proceed with the use of Butt Field Car Park as temporary parking for the towns workers.

- All results of the parking survey have been passed to Cllr Hutchinson to allow her to target and approach businesses with regards to parking on Butt Field.

Recommendation 4 (Police Station Site): CPWG would like to recommend the use of the remaining spaces for temporary car parking for use by town workers initially until Butt Field car park should become available, then for use by park and riders who would normally park in the town centre. Both proposals subject to 'Heads of Terms' being agreed and the two remaining trip hazards being filled and clarification over signage.

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- 'Heads of Terms' is under negotiation through solicitors with regards to the 'notice period' Point 9 '*Police Stn site withdrawn prior to other long term sites becoming available*' was identified as the highest risk factor and as such an extension from 1 month's notice, to 3 month's notice would be requested. A meeting was held on Friday 27th November - Cllr Harvey to update.

Recommendation 5: CPWG would like to recommend that BTC proceed with setting up a meeting with Paul Hillier (NCC) to discuss how we manage on-street parking long term.

Recommendation 6: CPWG would like to recommend that BTC contact NCC to request Union Street be made 'One Way' joining the current one way system already running on Needham Street and provide a flow through to the one way system on Market Street. If implemented this will also provide an opportunity to widen the footpath on the Post Office side of the street to allow more room for disabled access into the Post Office. At the same time to look into the possibility of adding a loading bay on Market Street to provide a designated spot for deliveries.

- Environment Committee members were invited to a meeting on Monday 30th November 2015 with Paul Hillier (NCC) to discuss these recommendations. Cllr's have been requested to formulate a proposal for on road parking identifying specific streets, the issues and what Cllr's would propose. This will be added to the agenda for the next meeting of the CPWG.
- With regards to Union Street/Market Street, Paul advised that he had carried out an initial survey and with regards to Union Street and his only concern was a manhole cover that may restrict our proposal to widen the footpath, apart from that he saw no reason why the one way system can't be done and will pass this on to the relevant department for further consideration. With regards to Market Street he was less enthusiastic and felt there was insufficient room for a bay and footpath.

New issues arising:

- Car Park Budget and Car Parking Projects Key Risks (Attached): Cllr's were asked to look over and advise if they felt any amendments were required.
CPWG would like to recommend that the Base Budget should be considered and approved.
- Communication: Cllr's are aware that there needs to be better communication with the public. CPWG reports in the 'Town News' but Cllr's felt an online presence was needed. The RB advised that a 'Working Party for Communications' was being set up through Communities Committee and will include Community Committee members and one each from the other committees and open to all Cllr to attend.

Ongoing:

- Old Allotment Site: Now going through 'The Growth Board'.
- Parking slots around the market square 'Parking Order' currently going through.
- Consideration into 'Drive share schemes' and more 'covered cycle stations'.

Cllr K Vallance - Car Park Working Group (Chair)

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ENVIRONMENT BUDGETS FOR CONSIDERATION

Environment

	Budget	Actual @	Estimated	Budget
	2015/2016	30-Sep-15	31-Mar-16	2016/2017
<u>Expenditure</u>				
General Maintenance	640	5	50	640
Beautiful Bingham	5500	4,329	4500	5500
Litter/Dog Bins (Env & Rec)	450	195	400	450
Transfer to Environment Reserve	500		500	500
	7090	4,529	5450	7090

Minutes of a meeting of the **Environment Committee** of the Bingham Town Council held in **The Old Court House**, Church Street, Bingham, on **Tuesday, 1st December, 2015, at 7.15 p.m.** continued.....

Toot Hill School - 20mph School Speed Limit

Nottinghamshire County Council plans to introduce 20mph speed limits outside all schools in the county and as part of this programme the Council is currently considering introducing a 20mph speed limit outside Toot Hill School. Speed surveys have been undertaken outside the school and the speed of traffic is considered low enough to indicate that the scheme may be introduced without additional speed reduction features/measures.

As the school is just off a main distributor road a variable advisory 20mph speed limit would be introduced which will operate at school start and finish times, Monday to Friday during term time on Tithby Road, and 30mph (or appropriate) limit at all other times. A permanent 20mph speed limit will be introduced on all other residential roads.

As this school falls within your parish I attach the following documents for your information:

- Toot Hill School, Bingham Sheet 1 of 2 - LR/P.H.IK.91415.02/297 and Sheet 2 of 2 - LR/P.H.IK.91415.02/298 which show the proposed locations of 20mph speed limit signs around the school

For the signs labelled A and B please refer to the attached:

- School 20mph Final 20mph.1.pdf - a colour leaflet which shows what the scheme will include
- 20mph Speed Limits Fact sheet (1) Residential.pdf - a question and answer factsheet with contact details for further general 20mph information

For signs C and E on Tithby Road please refer to the attached:

- School 20mph Final FAWLs.1.pdf - a colour leaflet which shows what the scheme will include
- 20mph Speed Limits Fact sheet (2) Distributor.pdf - a question and answer factsheet with contact details for further general 20mph information

These documents have been sent to the school for comment as well as being circulated to the relevant County Councillor and Highways Manager.

Please could we have any comments that you have on the scheme by 4th December 2015.

It is envisaged that the signage will be implemented before the end of this financial year, i.e. 30th March 2016.

Continued...../

Minutes of a meeting of the **Environment Committee** of the Bingham Town Council held in **The Old Court House**, Church Street, Bingham, on **Tuesday, 1st December, 2015, at 7.15 p.m.** continued.....

Carnarvon Primary School - 20mph School Speed Limit

Nottinghamshire County Council plans to introduce 20mph speed limits outside all schools in the county and as part of this programme the Council is currently considering introducing a 20mph speed limit outside Carnarvon Primary School. Speed surveys have been undertaken outside the school and the speed of traffic is considered low enough to indicate that the scheme may be introduced without additional speed reduction features/measures.

As this school falls within your parish boundary I attach the following documents for your information:

- Carnarvon Primary School, Bingham Sheet 1 of 2 - LR/P.H.IK.91415.02/295 and Sheet 2 of 2 - LR/P.H.IK.91415.02/307 which show the proposed locations of 20mph speed limit signs around the school
- a colour leaflet which shows the appearance of the sign and what the scheme will include
- a question and answer fact sheet with contact details for further general project information

These documents have been sent to the school for comment as well as being circulated to the relevant County Councillor and Highways Manager.

Please could we have any comments that you have on the scheme by 15th December 2015.