

Minutes of a meeting of the **Environment Committee** of the Bingham Town Council held in **The Old Court House**, Church Street, Bingham, on **Tuesday, 9th February, 2016**, 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 F. Purdue-Horan  
 " A. Shelton  
 County Councillor M. Suthers  
 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 1st December, 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):**

There were no Matters Arising out of the Minutes of the meeting held on the 1st December, 2015, to report.

**5.00 CLERK'S UPDATE:**

See attached Appendix 'A'.

Minutes of a meeting of the **Environment Committee** of the Bingham Town Council held in **The Old Court House**, Church Street, Bingham, on **Tuesday, 9th February, 2016**, at **7.15 p.m.** continued.....

**6.00 MATTERS RELATING TO PARKING ISSUES:**

01 Car Park Working Group – Update

Councillor Mrs. Vallance gave an update on the meetings held on the 11th January and 8th February, 2015. (Refer to attached Appendix 'B').

It was

**RECOMMENDED** that with reference to the report, Councillors felt the third option was preferable. However, they felt that a combination of options two and three should be considered.

It was noted that a Nottinghamshire County Council Officer was investigating having the bollards on Market Street pavement reinstated to prevent delivery lorries from parking on the pavement.

It was suggested that consideration for a few fifteen minute parking bays should be made available on Station Street to assist with collecting parcels from the Sorting Office.

County Councillor Suthers confirmed he had supported a bid for funding a parking scheme for residents.

**7.00 MATTERS IN RESPECT OF CAPITAL PROGRAMME. (APPENDIX 'C')**

The obvious areas were car-parking and the access road to Butt Field. It was agreed to refer to the Car Park Working Group for further consideration.

**8.00 GROWTH BOARD - UPDATE**

Councillor Harvey gave an update. (Refer to attached Appendix 'D'). It was agreed that the Clerk should contact Network Rail and East Midlands Trains regarding the pulling of the bridge upgrade project and to discuss the possibility of a path from the platform to an upgraded crossing at Moor Lane.

**9.00 MATTERS RELATING TO BUS SERVICES:**

01 Confirmation of a new direct service from Bingham to Nottingham was noted.

02 Confirmation that the Willow Road service will not commence until 8.00 a.m. with effect from the 14th February, 2016, was noted.

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, 9th February, 2016**, at **7.15 p.m.** continued.....

**9.00** **MATTERS RELATING TO BUS SERVICES** continued.....

03 Notice of a meeting to be held at 2.00 p.m. on the 11th February, 2016, in Cropwell Butler was noted. Councillor Davidson will attend and report back.

**10.00** **RUSHCLIFFE BOROUGH COUNCIL'S RESPONSE TO DOORSTEP RECYCLING FACILITIES IN BINGHAM - UPDATE:**

Councillor Davidson gave an update of the meeting with Rushcliffe Borough Council held on the 8th February, 2016. Refer to attached report Appendix 'E'.

**11.00** **FLORAL ARRANGEMENTS. (APPENDIX 'F')**

It was agreed to defer to Full Council. Additional information would be provided regarding stress-testing rates and the up-to-date situation regarding Nottinghamshire County Council's street-lighting columns.

**12.00** **CORRESPONDENCE:**

01 Rushcliffe Borough Council Draft Waste Strategy 2016 – 2020

This consultation was noted and Councillors were encouraged to respond direct to the Borough Council.

02 Copy Letter re. Consideration of Footpath from Margidunum Road Island to Bingham Town Centre

Councillors supported the idea in principle. Clerk to contact Nottinghamshire County Council.

03 Nottinghamshire County Council – Chapel Lane Road Closure from 07.00 hours on Monday, 8th February, 2016, until 17.00 hours on Friday, 12th February, 2016.

It had been noted that the road had not been closed during the day.

As there was no further business to transact, the meeting closed at 8.35 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, 9th February, 2016**, at **7.15 p.m.** continued.....

**CLERK'S UPDATE:**

<b>DETAILS</b>	<b>ACTION TO BE TAKEN</b>
<b>N.C.C. Grass-cutting</b>	<b>Monitoring.</b>
<b>Restricted parking on Cherry Street/Church Street</b>	<b>Traffic Regulation Orders in progress</b>
<b>Network Rail/East Midlands Trains/Station Issues</b>	<b>Further meeting to be arranged.</b>
<b>Bingham Police Station Site</b>	<b>On-going – Terms of reference received from Police.</b>
<b>Bingham Signal Box</b>	<b>Name board was presented to BTC 12th January, 2016.</b>

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, 9th February, 2016**, at **7.15 p.m.** continued.....

**REPORT FOR ENVIRONMENT COMMITTEE MEETING 9.02.16  
FROM 'CAR PARK WORKING GROUP' (CPWG)**

**Updates:**

The CPWG has met twice since the last Environment Committee meeting.

The objective of the first meeting on 11th January 2016 was to identify Street's to be considered by NCC for restricted parking and Residential Permits. An area was agreed and mapped.

The following streets were identified as a priority:

Langtry Gardens  
Station Street  
Gillotts Close  
Union Street  
Long Acre  
The Paddock  
Walkers Close  
Fairfield Street/Kirk Hill - due to new Lidl (increased traffic)  
Moor Lane

These details were sent to Paul Hilliar (NCC), who attended our second meeting of CPWG on 8th February 2016 along with Cllr Martin Suthers.

Paul Hilliar advised that NCC would need to consult with RBC with regards to their plans for the town's Car Parks and **BTC should decide what type of scheme would suit Bingham best.**

There are 3 options:

- 1/ Parking bays are drawn out and assigned to residents.
- 2/ Streets are assigned permit parking only (without bays) and residents are left to find a space.
- 3/ Time restrictions are put on streets with residents issued with permits allowing parking at all times.

**Ongoing:**

- 'Terms of Reference' for the Police Station Site.
- Consideration of 'Drive share schemes' and more 'covered cycle stations'.
- Consultation with Crown, Network Rail, Tesco's, RBC and NCC with regards to access to the old allotment site.
- Further meeting with businesses regarding staff car parking and travel plans.

Cllr K. Vallance - Car Park Working Group (Chair)

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, 9th February, 2016**, at **7.15 p.m.** continued.....

**REPORT TO: ENVIRONMENT COMMITTEE**

**DATE: 9 FEBRUARY 2016**

### **FORMATION OF CAPITAL PROGRAM**

#### **1. Purpose of Report**

- 1.1 The main aim of this report is to commence the formulation of a Capital Program for the Council, as well as to recognize potential projects designed to save money in the longer term.

#### **2 Recommendations**

- 2.1 The Committee is requested to give initial consideration to potential projects within its terms of reference that could be included within its Capital Program or Spend to Save Program.

#### **3. Background**

- 3.1 There have been calls in the past for the formation of a Capital Program and with the town actively looking at its own infrastructure, large scale changes within the town and its surrounding environment and a new Council with fresh eyes, as well as the demands of the Gold Standard service required by NALC, it would seem that there is a general willingness to move forward with a Capital Program at this time. Within the Policy and Resources Work Program I had originally scheduled commencement of this process for March, however, in view of comments and discussions at the last meeting of Policy and Resources Committee, I consider it would be better to bring this item forward a cycle.

#### **4 The Challenge**

- 4.1 The challenge for the future is to drive transformation, to define Bingham as an attractive place to live and further improve the quality of life for all residents and businesses and increase their overall social and economic prospects, as well as enable them to participate fully in the life of the Town.

Important to the delivery of the aspirations of the Town will be:

- to support, promote and drive the role and continuing growth of the Town as a major economic driver in Rushcliffe and as a key focus for employment growth by aiding and strengthening its economic base;
- to support investment in transport infrastructure in and around the Town to lay the foundations for 'future proofing' the Towns transport infrastructure including; ensuring that the growth is in sustainable locations supported by local services and the public transport infrastructure;
- to continue to seek investment in the cultural offer and universal services such as parks, leisure and community facilities in the Town (recognizing what is within the Councils remit and what may need to be sought elsewhere or in partnership);
- to support proposals that stand out as enterprising, creative or industrious;
- to promote sustainable living in successful neighbourhoods; and
- To promote a Town where all our residents can meet their full potential and have ready access to the benefits and opportunities that a successful Town creates.

Continued...../

Meeting of the **Environment Committee of Bingham Town Council** held on **Tuesday, 9th February, 2016, at 7.15 p.m.** in the **Council Chamber at The Old Court House, Church Street, Bingham.**

**REPORT TO: ENVIRONMENT COMMITTEE**

**DATE: 9 FEBRUARY 2016 continued.....**

## **FORMATION OF CAPITAL PROGRAM**

### **4 The Process**

- 4.1 To enable the formation of a Capital Program the Council will need to consider potential capital projects suitable for a medium term plan and in doing so:
- a) Re-evaluate its position on reserves and how they are accumulated and applied;
  - b) The process by which the Capital Program may be formulated in terms of our own rules relating to governance and our Financial Standing Orders;
  - c) Consideration of a strategic vision and objectives which the Council aims to achieve (both in its own right and jointly with other organisations);
  - d) Where grants or loans may be applied;
  - e) Prioritising proposed projects. This is particularly important due to the Councils capacity issues.
- 4.2 This report is primarily focused on the starting point, (a) above.
- 4.3 The Town Clerk and Responsible Finance Officer, together with the Chair of Policy and Resources should be responsible for ensuring that a capital program is prepared/updated for consideration by the Council. No scheme should be included in the capital program unless it has been through the Policy and Resources Committee and ratified by Full Council. Once approved by Council, the appropriate Council Committee will be responsible for taking in-year decisions on the Capital Project, subject to financial and policy issues being ratified by the Policy and Resources Committee.

### **5 Next Steps**

- 5.1 As with all processes, the simpler the better, so I would recommend our immediate actions should be as follows:
- Consideration during the January/February committee cycle by each Standing Committee of potential projects from within its own budgets and terms of reference;
  - Initial consideration of the Standing Committee suggestions, as well as its own, by Policy and Resources;
  - Recommendation by Policy and Resources Committee of an initial Capital Program, together with a timeline for future actions, to Full Council in March;
  - Policy and Resources Committee to consider any potential Capital Projects arising from the CLP final report during the March/April cycle and make recommendations to Full Council. At the same time the Committee make suggestions for any necessary changes to Financial Standing Orders and other areas of the Constitution as appropriate; and
  - Councillors hold a workshop where they consider the Capital Program and prioritise as appropriate.

**Councillor Alan R Harvey**  
**Chair of Policy and Resources Committee**

Continued...../

Meeting of the **Environment Committee of Bingham Town Council** held on **Tuesday, 9th February, 2016**, at 7.15 p.m. in the **Council Chamber at The Old Court House, Church Street, Bingham.**

**REPORT TO: ENVIRONMENT COMMITTEE**

**DATE: 9 FEBRUARY 2016 continued.....**

### **ENVIRONMENT COMMITTEE – TERMS OF REFERENCE**

All matters appertaining to 'physical' Bingham such as road, car parking, traffic movements, road safety, public transport, street lighting, litter problems, standards of maintenance, environmental improvements (including derelict areas), street furniture, tree planting, flower baskets, bulb planting, air quality, radon etc.

Responsible for funds held in the environment budget and recommendations to the Policy & Resources Committee on capital expenditure.

The Committee shall have four members plus the Town Mayor and Deputy Town Mayor. The Chairman to be elected at the first meeting following the Annual Council Meeting.



ENVIROMENT COMMITTEE CAPITAL PROGRAM

Item	Status	Priority	2015/16	2016/17	Budget Heading	2017/18	Budget Heading	2018/19	Budget Heading	Total Budget Req'd
<i>Capital Expenditure Item</i>										
<i>Capital Exp (CE) or Spend to Save (\$25)</i>										
<i>Based on 1 - 5 Scale set by Council</i>										
<i>Amount for this year</i>										
<i>Amount for next year</i>										
<i>Where money is allocated from i.e. Reserves, loan, grant etc</i>										
<i>Amount for this year</i>										
<i>Where money is allocated from i.e. Reserves, loan, grant etc</i>										
<i>Amount for this year</i>										
<i>Where money is allocated from i.e. Reserves, loan, grant etc</i>										
<i>Total budget required for whole project</i>										
Car Park Works Short To Med Term	CE	1	6000	6000	Gen Res	TBD	Gen Res	0	NA	12000

## CAPITAL PROGRAM (EXAMPLES)

Item	Status	Priority	2015/16	2016/17	Budget Heading	2017/18	Budget Heading	2018/19	Budget Heading	Total Budget Req'd
<i>Capital Expenditure Item</i>	<i>Capital Exp (CE) or Spend to Save (S2S)</i>	<i>Based on 1 - 5 Scale set by Council</i>	<i>Amount for this year</i>	<i>Amount for next year</i>	<i>Where money is allocated from i.e. Reserves, loan, grant etc</i>	<i>Amount for this year</i>	<i>Where money is allocated from i.e. Reserves, loan, grant etc</i>	<i>Amount for this year</i>	<i>Where money is allocated from i.e. Reserves, loan, grant etc</i>	<i>Total budget required for whole project</i>
Artificial Christmas Trees	S2S	2	0	6000	Gen Res	2000	Comm Res	0	NA	8000
Pitch Research	S2S	2	0	TBD	Rec Res	0	NA	0	NA	TBD
Car Park Works Short To Med Term	CE	1	6000	6000	Gen Res	TBD	Gen Res	0	NA	12000
Replacement Van	CE	3	0	0	NA	12000	Dep Res	0	NA	12000

**BINGHAM AND RADCLIFFE ON TRENT GROWTH BOARD MEETING  
14 JANUARY 2016  
CHAIRMAN – COUNCILLOR SIMON ROBINSON, RBC**

**KEY POINTS**

**Presentation by East Midlands Trains**

Presentation by Sarah Turner, Route General Manager responsible for Poacher Line (Grantham to Skegness).

- East Mids franchise runs to 4 March 2018.
- Committed to investing £13m of benefits.
- Immediate step is to look at improving engagement and support. New Service Delivery Manager just appointed for the line.
- Looking to improve stakeholder transparency.
- Network rail just announced that due to Hendon Review Network Rail they are putting several projects on hold, including the accessible footbridge crossing at Bingham.
- Future steps – looking at expenditure on train equipment and ticketing provision.
- RBC would support investment in respect of RoT Station Car Park. and improving customer experience.
- ST requested any info from the parishes that they could use toward their business case for projects along the line

Actions:

1. Contact ST to determine whether Bingham TC can offer any evidential support for future business case; and
2. Contact local MP in the light of Networks Rails recent decisions and to campaign to stop closure of other accesses to north of Bingham.

**Car Parking – Bingham**

Presentation by Deputy Mayor, Bingham on current situation and steps proposed in respect of car parking in Bingham.

- Current car parking situation noted.
- Framework order now in place. Noted that other authorities had been provided with a brief prior to publication whilst Bingham had not, leading to a large element of confusion.
- Proposal for 3-hour short stay parking needed to be progressed as quickly as possible, although talks with NCC regarding yellow lining and residents parking would need to get underway first. DMB suggested, and it was agreed, that RBC officer effect close liaison with BTC to plan appropriate order dates.
- Chair considered that charging should be introduced for short stay parking, but DMB considered that this would only serve to exacerbate residential parking area problems.
- Long term parking options considered, including the former allotment site and other land to the north of Bingham, in consultation with Network Rail (as had been achieved elsewhere).
- Chair stated that Growth Board would be responsible for assessing all bids through the various funds available and that any bids from the Parish/Town Councils would need to take the form of a business case. RBC had set up a unit to review all bids. Funding bids had already been granted to West Bridgford, Notts Cricket Club, Ruddington and Cotgrave.
- Jonathan Hammond suggested the building of one or more levels at Newgate Street (part underground) to enable further parking. DMB suggested that one or two levels over current two smaller RBC car parks would be more in keeping with street scene, would allow additional retail units on Long Acre and would be visually less intrusive to local residents and the area in general. No plans by RBC at present, but both ideas were noted as possibilities for larger scale investment.

Actions:

1. PL to liaise with RBC staff to ensure timings on implementation of 3-hour parking etc. are appropriately managed;

2. Long term investments concerning potential long stay and Station parking be considered by BTC in consultation with Network Rail and other parties; and
3. BTC considers its wishes in terms of future investment in car parking and prepares a business case as appropriate.

#### **Radcliffe on Trent Neighbourhood Plan – Update**

Update presented on above.

- Recommending improvements to parking at RoT Station. RBC may invest in this proposal
- Request for leisure facilities
- Looking at regeneration of the village centre
- Also looking at small business park in or around the centre, to include low cost starter units
- Referendum would be sometime spring/summer this year.

#### Actions:

1. Awaiting date of referendum and publishing of final report, but details to be forwarded as soon as known.

#### **Retail Study**

Chair reported on Retail Study commissioned by RBC which was being carried out by Kerching Retail.

- Study starting end of January and will cover local areas, including Bingham. Initial findings due circa May.

#### **Updates**

The Chair provided updates as follows:

- Tesco – contact made by Tesco to Andrew Pegram at RBC who had been informed that they wished to proceed with a store at the site, but would be resubmitting a revised application. Details not known at present, but it is thought it may be for a smaller store.
- Land at the Hammerhead, Bingham – RBC would be purchasing the whole of the site (4 acres) and were currently in negotiations with the Crown Estate.
- LEADER Funding – next rounds due to close on 25<sup>th</sup> January, but there would be other rounds during the year, dates to be confirmed.
- Loans were possible of Parish Council capital investment
- Of original funding granted to Growth Board, £4.8 remained. Any requests for funding from Parishes or other bodies, would require a formal business plan.

#### Actions:

1. BTC consider potential capital investment / loan investment opportunities for its area and bid as appropriate.

#### **Other Points**

- DMB raised the issue of low cost business starter/ incubation units. He was aware of the high demand for both physical and virtual centres and the importance of moving such proposals forward in Bingham. He aimed to come up with some proposals for future investment when time allowed but would welcome input from the Business Clubs and RBC.

ST	Sarah Turner East Mids Trains	DMB	Deputy Mayor, Bingham
RBC	Rushcliffe Borough Council	NCC	Notts County Council
BTC	Bingham Town Council	PL	Peter Linfield

**Alan R Harvey**

**Deputy Mayor and Chair of Policy and Resources Committee**

<b>DATE AND TIME OF MEETING:</b>	<b>8<sup>th</sup> February 2016 2pm</b>
<b>NATURE OF MEETING:</b>	<b>To discuss feasibility of doorstep collections with RBC</b>
<b>IN ATTENDANCE:</b>	<b>Councillors G.Davidson, K.Vallance, E.Hutchison &amp; A.Harvey RBC Cllrs. Nigel Lawrence Officer David Banks</b>
<b>DECLARATIONS OF INTEREST:</b>	<b>None</b>

		<b>TO BE ACTIONED BY</b>
1.	<b>Apologies</b> – Cllr. T.Kerry, K.Hayes-Heath	
2.	GD chaired the meeting and thanked everyone for attending especially RBC Cllr. N.Lawrence and Office D.Banks. GD invited Cllr. N.Lawrence to brief members on RBC's remit in relation to glass recycling.	
3.	Cllr. N.Lawrence confirmed that both Waste collection and recycling is RBC's responsibility but the disposal is NCC's responsibility. Therefore RBC is reliant upon the arrangement put in place by NCC for the disposal of waste & recycling that they collect. Back in approx. 2009 NCC outsourced this service under a 26 yr. contract to Veolia. It is this contract that determines the recycling arrangements and NCC determined not to recycle glass. Whilst the contract with Veolia may have been good for the County operations it may not have been the best for the District/Boroughs. District & Boroughs are allowed to undertake their own glass recycling which RBC do under bring to sites, however, kerbside collections would be at an enormous cost and not a financially viable proposition. RBC did introduce some micro sites in 2008; however; they were deemed unsuccessful in Bingham due to complaints and adverse publicity received.	
4.	Town/Parishes do not have a responsibility for either Waste Collection/recycling or Disposal.	
5.	A brief report was provided by D.Banks outlining RBC's position.	
6.	After a brief discussion GD thanked NL & DB for an informative meeting.	

## **Report to the Environment Committee 10<sup>th</sup> February 2016**

### **To consider renewal of contract for floral arrangements**

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#### **Background**

3 year contract for provision of floral displays ended last season.

Contract covered the following:

116 x PHP22 –BP (street lighting column half wrap-round flower baskets) £25.20 each

4 x Flower Towers £126 each (Old Court House & Market Place

1 Square £150 each (Co-op noticeboard corner)

7 window boxes 5x £70 each; 2 x £60 each. (Church railings)

#### **Decision**

To consider requirements for 2016/2017 and if a 3 year contract required.

Current quote is £4,047.20 for a 3 year contract in line with previous years.

Urgent decision required due to planting season being upon us.

**LYNN HOLLAND  
TOWN CLERK**