



Town Council Offices,
1 Park Road,
Shepton Mallet
BA4 5BS

t: 01749 343984

e: info@sheptonmallet-tc.gov.uk

w: www.sheptonmallet-tc.gov.uk

Members of the public and press are entitled to be at the following meeting in accordance with the Public Bodies (Admission to Meeting) Act 1960 Section 1 extended by the Local Government Act 1972 Section 100 unless precluded by the Town Council by resolution during the whole or part of the proceedings. Such entitlement does not however include the right to speak on any matter except at the beginning of the meeting providing that prior notice has been given to the Town Clerk.

As issues raised during the public session may not relate to items on the agenda no resolution for action can be taken. A record of public participation shall not be included in the Minutes, but as an appendix note to the Minutes of the meeting.

Wednesday 4th August 2021

To: Cllrs D Crisfield, C Inchley, G Kennedy (Chair), G Mayall, J Nicklin and M Stadtruckerova and S Hale & M Harrison (Ex Officio)

You are summoned to a **Meeting of Shepton Mallet Town Council Recreation, Amenities & Environment Committee** to be held at **7.00 pm** on **Tuesday 10th August 2021** at the **Council Chamber, Mendip District Council Offices.**

Yours sincerely

Charlotte Starkie

Charlotte Starkie, PSLCC

Town Clerk

AGENDA FOR THE RECREATION, AMENITIES & ENVIRONMENT COMMITTEE MEETING

(formerly the Place-making & Protection Committee and Collett Park
Management Committee)

Tuesday 10th August 2021

Public question time, not to exceed 30 minutes

RAE3.1 To Nominate Vice Chair of Committee

RAE3.2 To receive any apologies for absence

RAE3.3 Declaration of interest in matters related to this agenda

RAE3.4 Chairman's Announcement

RAE3.5 To approve the minutes of the last meeting held on 23rd February 2021.

To agree the minutes from the Place-making and Protection committee meeting as a true record.

RAE3.6 To consider the resolution to exclude the public and press in order to consider confidential matters in relation the following confidential business

RAE3.7 Confidential - Award of Festive lights contract December 2021 - January 2024

To receive a written report from the Town Clerk and Assistant Town Clerk and to consider and agree, in accordance with financial regulations, the award of the contract for the festive lights and the Christmas tree lighting for the town centre.

RAE3.8 Allotments update including possible rent increases

To receive a written report from the Allotment Officer to include an update on the progression of the Improvements to the allotments sites using S106 funding and to consider fees for 2022/23.

RAE3.9 Operational update for town environs

To receive a written report that includes update on:

- a. The BMX extension
- b. Town centre resurfacing
- c. The Shambles
- d. Water fountain, bollards, benches
- e. Pigeon mess issues
- f. Any other issues

RAE3.10 Bunting and street decorations

To receive a report from the Project Officer to consider and agree a proposal for a yearly budget for bunting and street decorations.

RAE3.11 Recommendation from boundary signage working party

To receive a written report from the Project Officer, to consider and agree whether to pursue the installation of new boundary signs.

RAE3.12 Charlton Road Telephone Kiosk

To receive a written report from the Marketing, Communications and Community Engagement Officer, and to consider options for the refurbishment or other use suggestions.

RAE3.13 Operational update for Collett Park

To receive a written report from the Assistant Town Clerk on operational updates In Collett Park, that Includes memorial benches and trees, Green Flag award 2021, Trees, Play equipment, graffiti, ponds, birds and the public toilets.

RAE3.14 Environmental Enhancements to Collett Park

To receive a written report from the Town Clerk that proposes some environmental enhancements to the park, Including:

- a. Queen's Platinum Jubilee tree planting, to Include hard landscaping and to be Incorporated with Tree Charter Day Saturday 27th November 2021
- b. Rewilding of the grass verges
- c. Enhancements to the Pond

RAE3.15 Budget setting process

To note that the budget for this committee is considered and agreed at the next committee meeting. Councillors are requested to start thinking of projects now, so that they can be costed and presented to the next committee meeting for consideration as part of the budget setting process.

RAE3.16 Finance Report

To receive a written report from the Responsible Financial Officer on the financial position of the Recreation, Amenities & Environment Committee at position at Month 4

RAE3.17 Date of next Committee meeting

The next meeting of the Recreation, Amenities and Environment committee meeting will be held on Tuesday 19th October 2021.