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A MEETING OF THE RECREATION, AMENITIES AND ENVIRONMENT

[Link to Agenda here](#)

Held on: Tuesday, 26 September 2023 at 7 pm. The Committee Room, Somerset Council Offices, Shepton Mallet, BA4 5BT

Members Summoned and Present: RAE Cllrs: Berkeley (Vice-Chair), Harrison, Hobbs, Kennedy (Chair), McGuire, Mayall, Nicklin, Roth

Absent: None

Officers Present: Claire Commons – Town Clerk and Becky Kingston-Wood – Democratic Support Assistant

In attendance: Cllr; Janet Reiley, Press (0), Members of the public (0).

The meeting commenced at **7:00 PM**

MINUTES

RAE3.1 Apologies

- a. Officer report RAE3.1 was received and it was **NOTED** all committee members were present.

ACTION: TOWN CLERK

RAE3.2 Declarations of Interest

- a. Officer report RAE3.2 was received, all councillors were reminded of their duty to declare any interests in the business to be transacted and it was **NOTED** that there were no declarations made (*Financial provision - 0*)

RAE3.3 Minutes

- a. Officer report RAE3.3 was received and it was **RESOLVED** that the minutes of Tuesday, 11 July 2023 be approved for signing as a true record of the decisions taken. (*Financial provision - 0*)

ACTION: TOWN CLERK

RAE3.4 Officer Report to the Committee

- a. Officer report RAE34 was received and it was **NOTED** (*Financial provision - 0*)

ACTION: TOWN CLERK

RAE3.5 Recreation, Amenities & Environment Committee Budget

- a. Officer report RAE3.5 was received and it was **RESOLVED** that the first draft of the budget to be put to the Policy and Resources Committee on 28th November 2023 (*Financial provision - 0*)

ACTION: TOWN CLERK

RAE3.6 Strategic Plan Projects

- a. Officer report RAE3.6 was received and it was **RESOLVED** to put forward the objectives outlined in the report for the Strategic Plan and Budget, referring the section on arts and music to the ACT Committee. (*Financial provision - 0*)

ACTION: TOWN CLERK

RAE3.7 Notice of Motion – To allow the Shepton Mallet Local History Group to Repair the Town Clock

- a. Report RAE3.37 was received and it was **RESOLVED** to delegate to officers to draw up a memorandum of understanding between the town council and the Shepton Mallet Local History Group (SMLHG). The SMLHG will take on the responsibility for the upkeep/repairs/maintenance for the clock until such a time as they wish to return the clock to the town council. At this time, the hands to be set to midday and the mechanism removed. (*Financial provision - 0*)

ACTION: TOWN CLERK

RAE3.8 Tree works in Collett Park

- a. Officer report RAE3.8 was received and it was **RESOLVED** to undertake works to priority 1 trees, allow budget for priority 2 and delegate to officer to carry out works as per the schedule / (*Financial provision - £4,433.56*)
- b. It was **RESOLVED** to fund the works to clear the encroachment over the garden of the property in Kyte Road. Details in discharging this decision have been delegated to the Town Clerk. (*Financial provision - £790.27*)

ACTION: TOWN CLERK

RAE3.9 Notice of Motion – To repair the Market Place Water Fountain

- a. Report RA3.9 was received and it was **RESOLVED** to delegate to the Projects Officer to undertake repairs to the fountain within the agreed budget. (*Financial provision - £5,000 500/4088*)

ACTION: TOWN CLERK

RAE3.10 Notice of Motion – Spring / Summer Planting

- a. Report RAE3.10 was received and it was **RESOLVED** that the town council replace summer bedding with perennial planting in all areas in the listed schedule, except for the existing hanging baskets. Details in discharging this decision has been delegated to the town clerk. A press release to be prepared by the communications officer and authority to provide quotes and media interviews delegated to Cllrs Berkeley and Mayall as the proposer and seconder of this motion (*Financial provision - £4775.00*)

ACTION: TOWN CLERK

RAE3.11 Proposed Snowdrop Planting

- a. Officer report RAE3.11 was received and it was **RESOLVED** to grant permission to the Snowdrop Festival to plant a further c. 17,000 snowdrop bulbs in Collett Park, and to instruct the grounds maintenance staff on the new areas of unmown grass. (*Financial provision - 0*)

ACTION: TOWN CLERK

There being no further business, the meeting was closed at 08:44PM

These minutes were adopted on 14 November 2023 under minute reference RAE4.3 as a true record of the decisions taken and are duly signed below by the chair of that meeting.

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Signed: _____ Date: _____

Initial: