

Chairman: Cllr Jim Devlin

23rd May 2018

Dear Sir or Madam,

You are hereby summoned to attend a meeting of the **ENVIRONMENT COMMITTEE** to be held in **The Coach House, Crown Yard on Tuesday 29th May 2018** commencing at **7.00 p.m.** when the undermentioned business is proposed to be transacted.

Yours faithfully,

Deborah Tonkiss
Town Clerk

Chairman: Cllr M Moore
Vice-Chairman: Cllr D Spencer
Councillors: A Adshead, R Chapman, J Clark, M Dear, J Devlin, C Dyer,
C Roberts, M Thomas, J Tutton

Members are reminded that they should declare an interest, where appropriate, with regard to items on the Agenda.

AGENDA

1. **Election of Chairman for municipal year 2018-19**
2. **Apologies for absence**
3. **Appointment of Vice-Chairman**
4. **Members to declare an interest with regard to items on the Agenda.**
Members of the public to be invited to speak on any matters contained within the agenda.
5. **Minutes of the Environment Committee meeting held on Tuesday 3rd April 2018**
To receive and consider the minutes of the meeting held on Tuesday 3rd April 2018
(copy previously circulated)
6. **Environment Committee Accounts**
(a) to receive a copy of the accounts in respect of the Environment Committee from 1st April 2018 to 23rd May 2018
(copy herewith)
7. **Working Party/Project Group Minutes**
Members to receive and consider the following:

(a) Billericay in Bloom WP meeting held on 3rd April 2018 **(copy herewith)**

(b) Events WP meeting held on 4th April 2018 **(copy herewith)**

(c) Tree Wardens PG meeting held on 19th April 2018 **(copy herewith)**

(d) Christmas Lights WP Meeting held on 17th May 2018 **(copy herewith)**
members to consider and discuss the recommendation under Minute 5

8. Sponsorship for Environment Projects

Members are advised that the Council writes to local businesses and organisations approximately three times per year (for Billericay in Bloom competition, hanging baskets and Christmas lights) requesting sponsorship. Members are asked to consider and discuss whether to prevent continual requests one letter only should be sent requesting an annual sponsorship amount.

9. Replacement of Street Furniture

Members to receive and consider the following actions:

- a) to approach ECC Highways about replacing the Tye Common Road bus shelter which although owned by the Town Council is in a bad state of repair and needs replacement **(see attached photo)**
- b) to approach Basildon Borough Council about replacing the litter bin in The Walk.

10. Railway Passenger Bridge at The Avenue

Cllr Henshaw is concerned at the condition of the bridge and has proposed that the Council writes to Network Rail asking them to undertake the maintenance required as the steps have weeds growing and it needs a tidy up.

11. Play Area Inspection Reports

Members to receive and consider the following:

- (a) Lake Meadows Skate Park and Youth Area
- (b) Outwood Common Play Area **(copies herewith)**

12. Public Toilet

Members to consider a previously circulated letter from a member of the public requesting the removal of the public toilet to save money. Members are advised that to leave the contract now would cost £30,000 for early termination. Current fixed annual costs are £16,000 for hire/maintenance of APC, £1,300 hire of parking bays to site APC and £264 insurance. Electricity is a variable cost which averages £230 per quarter. **(copy of letter herewith)**

13. Items for Information

14. Items for Consideration for Social Media/Press Release

15. Questions from the Press and Public.

The Public and Press are cordially invited to be present
Copies of the reports can be obtained from the Town Council offices