WELLINGTON TOWN COUNCIL
ENVIRONMENT AND OPEN SPACES COMMITTEE MEETING
AGENDA

You are summoned to attend a meeting of the Wellington Town Council Environment and Open Spaces Committee at The Wellington Community Centre, White Hart Lane TA21 8HN on **Thursday 10 February** at **6.30pm.**

Members of the public are cordially invited to join this meeting. However given the current situation with COVID rates in the town we are looking to minimise the number of face to face contacts so ask that members of the public only attend if there are pressing reasons to do so. Minutes are available online following the meeting.

Councillors, members of the public and members of the press are reminded that they must not attend the meeting if they have been advised to self-isolate through Test and Trace or by Public Health or if they or are any of their immediate household have COVID symptoms and/or have had a positive COVID test.

Those who are attending the meeting are reminded that social distancing of 2m is required before, during and after the meeting and that face coverings must be worn when entering the Worship Centre or moving around it. They can only be removed when seated.

All those attending will be required to provide their names and contact details for test and trace purposes. These will be held securely by the Town Council for a period of 30 days.

Members of the public who wish to have the opportunity to address the Committee will need to advise the Clerk in writing by no later than 12 noon on Wednesday 9 February 2022.

David Farrow
Town Clerk
07983 697740
dave@wellingtontowncouncil.co.uk

4 February 2022

1. **APOLOGIES**

2. **DECLARATIONS OF INTEREST**
   To receive declarations of personal or prejudicial interests, in accordance with the Code of Conduct.

3. **MINUTES**
   To approve and sign the minutes of the meeting held on the 20 October 2021

4. **IN LIEU OF PUBLIC SPEAKING TO RECEIVE ANY REPRESENTATIONS FROM MEMBERS OF THE PUBLIC**
   Public Attendance: If the public wish to make a comment or ask the Council a question, these must be emailed to the Town Clerk by 12.00 on Wednesday 9 February 2022. For those members of the public who have submitted any questions or statements, please note, a three-minute time limit applies to each speaker.
   N.B Councils cannot lawfully decide items of business that is not specified in the summons/agenda (LGA1972 Sch 12, paras 10(2)(b) and Longfield Parish Council v Wright (1918) 88 LJ Ch 119

5. **TO RECEIVE A PROPOSAL ON THE REFURBISHMENT OF THE RICHARDS CLOSE PLAY AREA**
   At the October meeting, a first draft specification for the refurbishment of the Play Equipment and for other improvements. It has now been reviewed by the Chairman and Deputy RFO, as agreed, and a paper will be circulated before the meeting. It will detail the Specification Pack for tender including images and maps and a Draft Consultation leaflet based on the current specification.

   It is **RECOMENDED** that the specification is now approved, and that the consultation leaflet is accepted and distributed as soon as possible to keep within the timetable as detailed within the paper. Results of the consultation will be considered at the March meeting where final adjustments can be made before advertising to tender during April while Purdah is in effect.

6. **DEVELOPING A STRATEGY FOR ACHIEVING THE COUNCIL'S POLICY TO REDUCE CARBON EMMISSIONS**
   To discuss the attached draft document prepared by the Chair of the Committee and agree a way forward.

7. **DEVELOPMENTOF A LOCAL CYCLING AND WALKING INFRASTRUCTURE PLAN**
   The Town Clerk will provide an update. A Role and Responsibilities Note that sets out the process and who does what is attached.

8. **STREET TREE PROJECT**
   To consider recommending to the Council that a Working Group be established to develop a costed plan for the installation of street trees in the town for consideration by this committee and, if approved, the Town Council. To consider membership and the draft Terms of Reference attached to the agenda.

9. **GREEN SPACES**
   The Town Clerk will provide a verbal update

David Farrow
Town Clerk

4 February 2022