



Newark TOWN COUNCIL

17th July 2024

Dear Councillors

You are summonsed to attend a meeting of the Environmental Stewardship Sub-Committee at **6.30pm** on Monday 22nd July 2024, in the Pickin Room at the Town Hall.

Yours sincerely

MATTHEW GLEADELL
Town Clerk

A G E N D A

ENVIRONMENTAL STEWARDSHIP SUB-COMMITTEE

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|---|--|-----------------------------|---------------|
| 1 | Apologies for Absence | | |
| 2 | Minutes of the Meeting of the Climate Change Working Group held on 15th February 2024. | Minutes Attached | Page 5 |
| 3 | Declarations of Interest from Members <i>Relevant Legislation: Localism Act 2011 s 31</i> | | |
| 4 | Environmental Stewardship Sub Committee Remit and Strategy | See attached report. | Page 9 |
| 5 | Solar Panel Installation | See attached report. | Page 9 |
| 6 | Town Hall Decarbonisation | See attached report. | Page 9 |
| 7 | Sustainable Floral Displays and Peat Free | See attached report. | Page 9 |
| 8 | Cycling and Active Travel Development | See attached report. | Page 9 |
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Committee membership

Cllr L Roulstone (Chairman)

Cllr E Cropper (Vice-chairman)

Cllr S Crosby

Cllr G Rix

Cllr M Skinner



Newark TOWN COUNCIL

CLIMATE CHANGE WORKING GROUP MINUTES

Minutes of the Meeting of the Climate Change Working Group held at 7.00pm on Thursday 15th February 2024 in the Pickin Room at the Town Hall.

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| Membership Present: | Councillor | D Campbell (Chairman) |
| | Councillors | E Cropper G Rix L Roulstone (Ap) M Skinner |
| Apologies for Absence: | | L Roulstone |
| In Attendance: | Town Clerk Operations Manager | Matthew Gleadell Sean Alcock |
| Venue: | Pickin Room, Town Hall | |

CCWG/19/23/24 Apologies for Absence

Apologies from Cllr L Roulstone were received and noted.

CCWG/20/23/24 Minutes of the Meeting of the Climate Change Working Group held on 15th August 2023

The minutes of the meeting held on 30 November 2023 were approved as a correct record save for the addition of the following:

There was agreement towards a long-term aim (i.e. the end of this town council term) of 'Minimising the town's impact on climate change and protecting our natural environment'

There was an agreed aim to measure each new initiative in terms of CO2 reduction where possible.

Cllr G Rix agreed to develop and maintain a strategy and delivery record.

CCWG/21/23/24 Declarations of Interest from Members

There were no Declarations of interest.

CCWG/22/23/24 Floral Displays and Peat Free

The meeting was attended by Lynn Heslop and Paula Routledge who had

been commissioned to advise the Council on a change to a perennial based planting scheme in Newark with a view to making planting more environmentally sustainable.

Long discussions were held regarding an initial report the consultants had prepared. Noting that it would be a big logistical change it was agreed to phase the changes across the Councils planting schemes.

RESOLVED as follows:

1. Hanging baskets would move to peat free compost but remain as colourful annuals.
2. A perennial based planting scheme would be adopted in the following town centre locations:
Market Place
Stodman Street
Middlegate
Cartergate
Kirkgate
All other locations around the town would be peat free but annual bedding plants.
3. The Cemetery planters would move to perennial planting but show beds at the entrance would remain as annuals for Year 1.
4. The 25% discount on hanging baskets for businesses will continue to be held for a further year as this is budgeted for.

The scheme will be reviewed after Year 1 with a view to adding further perennial - based planting in subsequent years.

It was noted as follows:

1. New suppliers will be involved for the plants.
2. Training will be provided to staff and volunteers for maintaining the displays and students may also be able to get involved.
3. Suitable press releases will be required to warn the public of the changes.

The group asked the Clerk and Operations Manager to investigate sourcing some tanks for use at the Cemetery to collect rainwater for watering the plants. Rainwater was identified by the consultants as better for the plants.

CCWG23/23/24

Solar Panels

The Clerk talked members through the planning position in relation to the different sites as set out in his briefing, in particular planning officer concerns around the Tolney Lane toilet block. The Clerk made clear there are no guarantees of consent.

The Clerk identified the different types of application required for Tolney Lane and Sherwood Avenue which members noted.

RESOLVED to appoint Steve Saunders to undertake planning work for Tolney Lane and Sherwood Avenue.

Members enquired about quotes for the Town Hall. The Clerk advised he

is awaiting a further quote for the panels and has not yet sought quotes for the planning work but would do so.

Concerns were raised about the source of the panels and their origins which the Clerk agreed to investigate.

Consideration was given to updated quotes for batteries that support the panels.

RESOLVED to proceed subject to planning with the higher capacity battery option.

CCWG/24/23/24 Town Hall Decarbonisation

Members reviewed a further quote received for undertaking a decarbonisation report of the Town Hall. It was noted that the most recent quote was more than the original quote.

The Clerk advised that proceeding with the work gave no guarantees that any measures recommended in a report could be implemented either because of cost or conservation restrictions but that until a report is done we would not know.

The merits of the different quotes and proposals was reviewed.

RESOLVED to appoint Guy Taylor to undertake the decarbonisation report.

CCWG/25/23/24 Cycling and Active Travel

The Clerk updated members on various meetings and discussions he had attended on this topic. The Clerk explained evolving embryonic plans involving a number of partners and stakeholders. In particular the Clerk had met with Curry's recently as a big employer and confirmed they are keen to be involved in any initiatives. It was recognised that there are some fairly ambitious plans evolving that will require some dedicated support.

Opportunities for support from Cyclewise as a cycling charity were also noted including Dr. Bike.

RESOLVED to invite Dr. Bike to the market and offer them a free stall to assess demand for their services.

CCWG/26/23/24 Biodiversity and Climate Act

Members noted the Clerks briefing on this matter. The Clerk reminded members that they don't have the same duties that larger authorities have. It was recognised that the Council has for a number of years been seeking new opportunities to improve biodiversity.

The Clerk identified opportunities to submit Council sites for inclusion in the planning authorities land bank for biodiversity net gain opportunities.

RESOLVED to submit all suitable sites to NSDC planning department for inclusion as habitat banks for developers to potentially access for biodiversity net gain opportunities.

CWG/27/23/24 Press Release

Cllr D Campbell agreed to review the recently developed press release, update as necessary and arrange for the Clerk to submit to the press accordingly.

CCWG/28/23/24 Strategy Plan

Cllr G Rix conferred with members for approved updates to the general strategy plan that Cllr G Rix is maintaining.

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| Meeting Closed: | 8.55pm | Next Meeting: | Time to be confirmed |
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ENVIRONMENTAL STEWARDSHIP SUB-COMMITTEE

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| REPORT BY: | Matthew Gleadell |
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1. Recommendations

- AGENDA ITEM 4** That the sub committee determines their desired terms of reference and remit and to recommend the same to the Finance and General Purposes Committee.
- AGENDA ITEM 5** That the sub committee notes the progress of the already resolved solar panel plans for Sherwood Avenue Bowls Pavilion and Tolney Lane public toilets.
- AGENDA ITEM 6** That the sub committee note the progress.
- AGENDA ITEM 7** That the sub committee share any feedback they have received and note the current position.
- AGENDA ITEM 8** That the sub committee determine any further actions they wish to take on this area of work at this time.
- AGENDA ITEM 9** That members note the current budget position of the sub committee.

2. Background

- AGENDA ITEM 4** An updated draft terms of reference / remit was considered by FGP at its meeting on the 19th June. The draft was referred to the sub committee for review and to recommend a final form to FGP. The current draft wording is set out below.

Members may use this Agenda item to consider future actions/ projects and initiatives that may form part of any strategy that arises from the remit of the group.

- AGENDA ITEM 4** **Proposed remit/terms of reference of Climate Change Sub Committee as presented to FGP**

The sub committee shall consist of 5 Town Council members.

Meetings of the sub committee shall be quorate with at least 3 members present.

The existence and remit of the sub committee and the membership thereof shall be reviewed annually at the first FGP meeting of each Civic year and as necessary the Chairman and Deputy Chairman shall be appointed at the same meeting.

The subcommittee shall meet as often as it deems necessary for the effective discharge of the business of the sub committee.

The subcommittee shall be responsible for :

1. Monitoring and evaluating the Councils impact on Climate Change.
2. Seeking to reduce the Council carbon footprint.
3. Addressing the Councils statutory obligations for biodiversity net gain.
4. Delivering and evaluating projects adopted by the sub committee that are designed to reduce the Councils carbon footprint or promote other

organisations / members of the public to reduce their own carbon footprint.

5. Working with other partners as necessary in pursuance of the objectives of the sub committee.
6. Actively promoting operational changes across all Council undertakings that will help to deliver the objectives of the sub committee.
7. Taking and promoting action within the Council that delivers good environmental stewardship.

The subcommittee will deliver a minimum of quarterly reports as to its actions and undertakings to the FGP committee but where necessary may provide updates or recommendations to the FGP committee at any time.

In all areas of the groups work and remit, the group will seek to ensure appropriate governance and financial management is applied for any financial commitment towards the undertakings of the sub committee and will seek to ensure that in all areas of undertakings the Council is obtaining best value for public funds and resources.

AGENDA ITEM 5 Solar Panels

Applications for Lawful Development Consent and Full Planning Consent have been submitted to NSDC Planning Department for consideration. A copy of the application plans will be presented at the sub committee meeting. Physical works cannot proceed until consents are secured.

The Tolney Lane toilets application is not guaranteed to be granted due to the sensitive area of the site amongst many listed buildings and structures.

It is confirmed that s106 funding for the Sherwood Avenue solar panels plans has now been received in the sum of £17,993.00. The availability of the funds has previously been reported.

A quote has now been received for design and planning work for solar panels on the Town Hall. A second and further quote is still awaited.

AGENDA ITEM 6 Town Hall Decarbonisation

The Clerk is seeking to combine the Decarbonisation Report approved by the sub committee with a full survey of the Town Hall in an effort to reduce costs. Other works involving a drone survey of the Town Hall roof are also being combined with the work to also save costs. Co-ordinating the various elements and different contractors is currently delaying the works getting underway albeit the drone survey results have now been received and will be shared with other contractors to aid their respective parts of the works. As soon as final reports are received, they will be shared with the sub committee.

AGENDA ITEM 7 Sustainable Planting

The town centre sustainable planting scheme is now underway in accordance with the decisions made at the last meeting.

A move to peat free compost has been achieved across all planting schemes. The full impact will be assessed at the end of the summer season especially with the hanging baskets. Additional basket liners were included in the baskets to help with water retention.

The town centre planters have received some negative comments as they lack the abundance of colour provided by annual bedding plants. Despite that they achieve the intended objective in still providing a level of aesthetical attraction. They should improve over time as perennial plants become ever more established.

The change to this planting style is already demonstrating huge cost savings and going forward will save significant staff time and resource.

Subject to the outcomes of assessments of the first year of perennial planting in the town centre area members will have the option to extend the perennial approach to areas further out of the town centre which were left as annual bedding plants for Year 1.

AGENDA ITEM 8 Active Travel

At the last meeting the Clerk was tasked in trying to secure 'Dr. Bike' at no cost. Unfortunately, Dr. Bike has responded by stating they are unable to provide services free of charge and has learnt from efforts elsewhere that a 'pay what you can afford' does not meet the core operating costs of the service. A hire charge for their attendance in Newark would therefore be payable if there is desire to bring them to the Market as mooted at the last meeting.

Wider Active Travel ambitions sit with NSDC as part of their Community Plan. The Clerk is seeking an update on their position ahead of the sub committee meeting and will report to members at the meeting.

AGENDA ITEM 9 Budget Monitoring

A current working schedule of the budgets and expenditure of the sub committee is attached. It is presented on pink paper as it contains commercially sensitive quote information on matters where further quotes are awaited.

Members will note that if all previously resolved plans are delivered there is a remaining balance of funds for the 24/25 financial year of £3,974.00.

3.0 Financial, Legal, Equality, Environmental & Risk Issues

AGENDA ITEM 5 Risk Issues – Solar Panels on the Town Hall are likely to be challenging on a planning level due to the listed status of the building. There are no guarantees and a danger of incurring significant costs chasing a planning consent without achieving the desired outcome.

AGENDA ITEM 6 Risk Issues – Until a report is received the potential cost of works to the building are unknown but likely to be significant due to the listed status of the building. There is a risk of having the benefit of a report with recommendations that cannot be actioned due to prohibitive cost.

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| Background Papers: | Working papers |
| Lead Officer: | Matthew Gleadell Tel: 01636 684801 Email: matthew.gleadell@newark.gov.uk |