

**NEWBIGGIN-BY-THE-SEA TOWN COUNCIL**  
**Minutes of a Meeting of the Environmental Working Group held on Wednesday**  
**17 August 2016 at 10:00 am at The Bungalow Newbiggin by-the-Sea.**

**PRESENT:** Councillors:  
M Peden W Rogers S Todd  
Officer: D Earl – Town Clerk  
Neighbourhood Services Team Leader

**EWG10/16 ENHANCED SERVICES**

Apologies were received from Councillor Cholerton and the Neighbourhood Services Manager who had been detained on budget issues.

The meeting focused on works in Newbiggin leading up to the Bank Holiday weekend and confirmed arrangements for litter collection and cleanliness and safety around the promenade and town centre. Staff were having to be diverted but collection of litter from the bins would take place first thing each morning as requested and vehicles clear before traders stalls etc. were put in place. Two additional 1100 litre bins would be put in place.

Car parking signage and arrangements were agreed and two employees would be on overtime duty from 7.30 – 4.00 pm for litter picking and dealing with sand and other problems as required. Particular attention would be paid to the ramp and various steps and access points to ensure disabled and elderly access throughout. The grass would be cut at the temporary car park which would be opened by Neighbourhood Services and signs put in place. Additional signs would be placed on High Street for the car parks at New Queen Street and New King Street.

A brief update of other services confirmed that seat painting was progressing in fine weather and some repairs to bus shelters and safety works to play areas had been carried out.

A range of matters were discussed including preparation for future floral bedding; adding colour to planting scheme at Horseshoe Steps; holidays of employees during the summer season; bank grass-cutting and wildflower planting; Atlee Park safety surfaces all of which would require further information from Neighbourhood Services.

It was considered that the bus shelter at Spital Allotment was in need of replacement and this could be considered at the next Town Council meeting.

**EWG11/16 ENVIRONMENTAL SCHEMES**

The Town Clerk confirmed that orders had been placed for the three environmental schemes at Church Point; Horseshoe Steps and Pit Wheel with completion before the end of October. Holiday commitments prevented the contractor from being able to guarantee completion of the Church Point steps before the Bank Holiday so would be carried out as soon as possible after it. The incorporation of a suitable nameplate from the local supplier for Horseshoe Steps was agreed with a view to including a standard sign at other projects.