



EVESHAM TOWN COUNCIL



TOWN PLAN COMMITTEE

Notice is hereby given that a meeting of the **TOWN PLAN COMMITTEE** will be held in the Council Chamber, Town Hall, Evesham, on **MONDAY 16 JANUARY 2017** at 6.30 pm, to which you are hereby summoned for the transaction of the business specified below

Admission of the Public and Media

Members of the Public and Media are welcome to attend in accordance with the Public Bodies (Admission to Meeting) Act 1960 Section 1.

Public Participation

Public Participation is welcomed and will be in accordance with Standing Order 3(e) to 3(j) on a matter before the Committee. It would be helpful if anyone wishing to participate would contact the Town Council on 01386 443322, email townclerk@eveshamtowncouncil.gov.uk, or in person, prior to the meeting.

AGENDA

1. **Apologies for Absence**
2. **Declarations of pecuniary or other interest including requests for dispensation (if any)**
3. **Minutes of the previous meeting held 7 November 2016 including questions as to the progress of any items – minutes attached**
4. **Financial Report**
Report detailing expenditure by the Town Plan Committee attached
5. **Project working Group reports**
 - (a) Transport Working Group (update attached)
 - (b) Green Plan (verbal update to be given)
 - (c) Anti litter strategy (update attached)
6. **Evesham Town Plan Review**
Cllr Tether's report attached
7. **Vacancy for co-opted member of the committee**
Report attached
8. **Matters of urgency raised, for information only, at the discretion of the Chairman**
notice of which is to be given prior to the commencement of the meeting.

Stuart Carter
Town Clerk

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Committee Circulation: Cllr A P Booth, Cllr M S Goodge, Cllr C D Homer, Cllr R S W Jones (Deputy Mayor), Cllr F Kaler (Town Mayor), Cllr J E Sandalls, Cllr C Tether, Non Councillor co-opted members (without voting rights): Mr G O'Donnell, Mr R Walker Mr S Riley (Wychavon District Council)

Also circulated electronically to all other councillors for information

EVESHAM TOWN COUNCIL

COMMITTEE: TOWN COUNCIL

DATE: 16 JANUARY 2017

SUBJECT: FINANCE REPORT

REPORT BY: TOWN CLERK

1.0 PURPOSE OF REPORT

1.1 To advise Members of expenditure by the committee.

2.0 RECOMMENDATION

2.1 It is recommended that the report be noted.

3.0 FINANCE

3.1 Members will be aware that the Committee has an allocated budget of £6,000.

3.2 Members have spent or committed to spend £4,033 of this budget on the anti litter strategy, the Evesham Our Future website domain, reprint of the Town Plan booklets and a contribution to the town wide signage.

4.0 FINANCIAL IMPLICATIONS

4.1 These are explained in the report.

5.0 LEGAL IMPLICATIONS

5.1 Any expenditure recommendations will have to go to Council for approval.

Evesham Town Plan

Transport Group

1. The group has not met since the last Committee meeting in November because of other commitments and the Christmas period.
2. Progress has been made with the consolidation of the Evesham Bus Users Group and now it has been agreed that the Pershore Public Transport Group will merge with the Evesham group to become 'The Vale Public Transport Group'.
3. Meetings are being held with bus company representatives and with the new Vale group to see what can be offered to provide a better bus service in The Vale.
4. Looking to the future the Transport Group will be looking closely at Worcestershire County Council's Draft Local Transport Plan 4 and providing comments. It is anticipated that the Town Council will be formally consulted and wish to provide comments.
5. It is also anticipated that shortly the County Council will be consulting on the Evesham Transport Study and the Transport Group wishes to be fully involved and provide comments not only on road infrastructure but also walking and cycling infrastructure as well. As for 4. above, it is expected that the Town Council will be formally consulted.
6. The Transport Group will meet again shortly and it is hoped that the prospects of a car sharing scheme and an Evesham community bus scheme can be investigated as people have come forward who wish to promote these initiatives.

Colin Tether
9.1.2017

Evesham Town Plan Review

1. An interim Review of the ***Priority Areas for Action*** is attached to this report. It is recognised and indeed hoped that further information will be provided by members and in particular more information on the Housing category has been promised for the meeting.
2. The Review shows that good progress has been made with some categories. However there are areas which appear to have received very little attention, for example 'Young People'.
3. It is hoped that this review will be able to assist in helping Members see which particular ***Priority Areas for Action*** need attention and possible where new Working Groups should be formed.
4. It is recommended that the group that was formed to contribute to this review, should meet up as soon as practicable after the Committee meeting to discuss the way forward. It is also recommended that Shawn Riley be invited to join the group.

Colin Tether
9.1.2016

Evesham Town Plan Review, January 2017

Contributions from: SC = Stuart Carter; GO'D = Gerry O'Donnell; SR = Shawn Riley; PS = Patrick Staines; CT = Colin Tether; RW = Robin Walker.

Top Priority Actions

1. Develop a clear housing strategy for the town within the South Worcestershire Development Plan (SWDP), which will provide the basis for influencing more integrated sustainable and community sensitive development.
 - RW. No specific progress, but green framework provides a context
 - CT. SWDP has been adopted since Town Plan was published.
2. Re-invigorate the Market Place and establish pleasant town centre locations for spending time and eating indoors and out.
 - RW. With three large venues opening on the Market Place within the next 6 months, this is progressing well. We will need to work hard to encourage both locals and visitors to the town to enjoy the new café society generated.
 - SR & CT. WCC has made repairs to the surface and repainted and replaced the street furniture in Market Place and Bridge Street.
 - SR & CT. The former PJ's bar (ground floor of the Town Hall) opens on 14.1.2017 as the Valkerie and permission has been granted for outdoor seating in line with WCC's pavement café guidelines.
 - SR. The former Karma bar has been completely renovated and is due to open as Katie's Bar and Grill in spring 2017, permission has been granted for outdoor seating WCC's pavement café guidelines.
 - SR. The Imagine Unit is due to be let to Loungers Bar and Restaurant, permission has been granted for outdoor seating WCC's pavement café guidelines.
3. Develop a central information hub to provide easy access to information about services, events and activities, including voluntary and charity sectors.
 - RW. With the closure of imaGine, this becomes more urgent and necessary
4. Integrate social and healthcare services and increase local delivery.
5. Enhance local clinical facilities to increase the diversity of treatment that can be provided within the community and safeguard the Community Hospital.
6. Develop an anti-litter strategy for the town.
 - CT. Considerable work carried out on an anti-litter strategy with retailers circulated on keeping frontage clear, consideration of locations for new bins, litter picks, identification and action on 'Grot Spots'.
7. Develop a Green Plan for the town.
 - RW. Draft green framework has been produced – attached. This needs to be reviewed by the Green Plan steering group, and by members of the Town Plan delivery group prior to finalising and adopting by Town Council and Wychavon District Council.
8. Promote Evesham's investment potential to Regional, National, and International markets
 - SR. WDC has restructured its Economic Development Team to be theme rather than location based. As part of this process Shawn Riley has been appointed to the post of Inward Investment Manager
 - SR. New investors have agreed to or are in the process of agreeing to move to Evesham. Award Winning British Cutlery Designer Robert Welch is moving its HQ to Vale Park and Boardman Bikes have been granted planning permission to construct its first 'Boardman Experience' and business HQ at The Valley

- SR. Development opportunities in Evesham will be promoted as part of the Midland Engine for Growth trade missions in partnership with the Worcestershire LEP.
9. Target tourism promotion to the biggest spending markets.
- SR. WDC has restructured its Economic Development Team to be theme rather than location based. As part of this process Steve Knight has been appointed to the post of Marketing and Events Officer
 - SR. Steve is developing a tourism marketing strategy building on the area's unique selling points and established successful events
 - SR. The European Commission has granted protected geographical indication (PGI) status for Vale of Evesham Asparagus
 - SR. Wychavon has been identified as the 3rd best place to live in the UK by Halifax.
10. Establish a network of cycle routes in and around Evesham.
- RW. Little progress made --- this is a project that needs to be picked up urgently to help ease congestion, improve health and wellbeing and encourage active sustainable travel.
 - CT. Worcestershire CC understood to be carrying out a study in parallel to Evesham Traffic Study.
 - SR. Negotiations continue with land owners to secure a new multi user route between Evesham and The Valley
11. Commission an independent town centre traffic study.
- CT. Worcestershire CC carried out survey work in 2016 and is expected to test options in early 2017.
12. Attract a wide range of employers to offer more diverse apprenticeship, training and career opportunities.
- SR. WDC has restructured its Economic Development Team to be theme rather than location based. As part of this process the council is in the process of recruiting a Skills officer to promote improved links between the skill demands of local employers, local skills providers and residents.

Priority areas for action by category

1. Arts, Leisure and Sports

A. Community facilities.

1. Survey all existing community facilities to optimise their use.
2. Create a comprehensive and easily accessible source of information for all amenities, events, clubs and activities in the town.
3. Re-open the Public Hall as part of the regeneration of the Market Place/town centre and investigate the possibility of relocating Evesham Arts Centre there.
 - SR. A proposal aimed at achieving this goal is currently being lead by Mark Overall and Kim Dunn. An application for £100,000 of New Homes Bonus Money has been submitted to Evesham Town Council towards a total estimated project cost of £500,000
4. Establish a multi-purpose community arts centre located in the middle of town and open all-day and evening.
 - CT. The group proposing the Public Hall project wish to promote arts events within the hall.

B. Events

1. Evening events all year round to attract people into the town.
2. A high-quality visitor experience centre on the abbey site as a base for events.

- SR. A Trust has been established to deliver the Evesham Abbey Proposal which will open the former Abbey Grounds up as a major visitor attraction for Evesham and in the process see the Abbey Walls which are in a perilous condition made safe. An application to Evesham Town Council for New Homes Bonus Money has been submitted, if granted it will enable the first stage of this project to begin, namely the repairs to the walls and the beginning of the archaeological dig

3. Investigate the potential for new events to supplement existing ones.

C. Eating out

SR. See points 2 & 9 above

1. More good quality bars, cafes and restaurants in the town and overlooking the river, for eating indoors and out.

- CT. More cafés have opening in Bridge Street and café's and new bars will open soon in Market Place. Evesham Rowing Club, overlooking the river does open to the public on limited occasions.

2. More reasonably priced family restaurants in the town.

- CT. Nesta in Bridge Street illustrated the provision of a new reasonably priced family restaurant

3. Promote local produce in local outlets.

2. Community Support

- GO'D. Most of the Health and Community matters are being addressed by Wychavon and County. The latest NHS Sustainability and Transformation Plans admire too much of what the plan outlined.

A. Services

1. Develop a central hub to provide ready access to information about what services are available. (Statutory, charitable and voluntary sectors).

- CT. Almonry is helpful. Good website available with Visit Evesham.

2. Improved broadband access.

- CT. Progress has continued to improve Broadband across the Vale
- SR. Superfast Broad Band is now available to most Evesham Residents and thanks to the Superfast Worcestershire initiative all businesses located on Vale Park now have access to Superfast connection speeds too.

3. Improved rural transport links.

- CT. Cuts in local bus services have not improved transport links.

4. Increased temporary and hostel accommodation to cater for future homelessness needs.

B. Hospital services

1. Develop care in the community facilities.

2. Continue to secure Community Hospital future and expand services.

3. Introduce 'Help Your Neighbour' schemes.

4. Integrate social and health care services and improve out of hours GP service.

C. Communications

1. Improve communication channels between public representatives and voters.

2. Use social media in a positive way and to instil local pride.

3. Develop closer partnerships with schools and parents, the public sector and senior citizen groups.

4. Encourage promotional events, and ensure they are well marketed.

5. Use social media in a positive way and to instil local pride.

D. Amenities

1. Ensure new community centres are incorporated into new developments.

2. Establish support groups for parents.

3. Recruit volunteer teams to help tackle local "grot spots".

4. Develop a town anti-litter policy and strategy.

3. Environment

A. Appearance

1. Develop an anti-litter strategy, and site more bins (especially in residential areas, alleys and paths)

- RW. Anti litter strategy developed and progressing well
- CT. Discussion of provision and funding of more litter bins continues.

2. Review regulations that define visual standards for shops and businesses

3. Encourage creative solutions to neglected sites

B. Public spaces/locations

1. Create new connections between the parks and the town centre.

2. Reflect the quality of the parks within the town centre.

3. Nurture the green spaces – large and small – in and around the town.

4. Create quiet spaces for sitting in the town.

5. Prescribe better landscaping and communal areas in new development permissions.

C. Heritage

1. Reveal and present Evesham Abbey – for example, with an archaeological dig, or a visitor centre etc.

- RW. Project plans well developed and subject to HLF funding.
- SR. As per point 2 under Events above

2. Bell Tower – provide access to top for view/ income.

- CT. A study was commissioned into safe access to roof but showed expensive alterations would be necessary and Evesham PCC decided not to pursue. The Ringing Chamber is accessible and public may request tours.

3. Create a local listing of important buildings.

4. Ensure preservation of old orchards and fruit species.

- RW. Good work by VLHT and Transition Food Group. Nut trees to be planted on green space between Cotswold Rise and Bypass, with funding assistance from Bob Banks, WC Councillor

5. Celebrate growing history and traditions in and around the town.

- RW. Growing the Vale Way one of 17 projects submitted within the Vale of Evesham Landscape Partnership bid to HLF. Initial bid unsuccessful, but planning to resubmit.

D. Sustainability - Produce a Green Plan for the town, building on Wychavon' s 'Intelligently Green' policy, which:

1. Exploits the potential for local energy generation.

2. Reduces traffic and other pollution.

3. Reduces energy consumption in buildings and public services.

4. Insists on high environmental standards for housing.

5. Retro-fits existing houses for low energy consumption.

6. Promotes local growing and eating.

7. Locates green recycling centres around the town.

8. Creates recognition and reward schemes for local green businesses.

- RW. Draft Green framework produced, subject to review and adoption by Green Plan steering group, Town Plan delivery group and Wychavon District Council

4. Health and well-being

- GO'D. Most of the Health and Community matters are being addressed by Wychavon and County. The latest NHS Sustainability and Transformation Plans admire too much of what the plan outlined.

A. Health and emergency services

1. Retain and develop the Community Hospital.
2. Enhance Community Hospital facilities to increase the range of local treatments.
3. Integrate health and social care to ease bed blocking and provide a holistic approach to care.
 - PS. On health and social care, care in the community, the hospital etc. There are wonderful examples elsewhere on how combining agencies locally to support home-based care has transformed people's treatment and reduced hospital usage by up to 40%).
4. Improve access to out of hours GP services.
5. Develop support services for people in their homes.

B. General public health

1. Better publicity and promotion of local exercise and activity groups.
2. Promotion of outdoor events like walking and cycling.
 - RW. Cycle Evesham Vale organising regular 'Easy 10', and 20 mile social cycle rides', plus annual CycleFest
 - RW. In discussions with Wychavon to develop a Vale of Evesham Cycling Action Plan, including scheme to get more 'normal people' cycling
3. Explore the potential for delivering integrated rehabilitation services locally.

C. Public behaviour and safety

1. Better lighting of paths and public areas.
2. Closer monitoring of pub management control and licences.
3. Restrictions on drinking in the parks and streets.
 - CT. Action taken with regard to Workman Gardens.
4. Establish improved liaison between community and police.
5. Encourage families to visit town in evenings.

5. Housing

A. Growth

1. Develop a clear strategy for the town within the SWDP to provide a basis for influencing more integrated, sustainable and community-sensitive development.
 - RW. Draft Green Framework supports this
2. Protect the character of the town and the surrounding countryside.
3. Services and infrastructure should be developed in parallel with population growth.
4. Empty premises in the town and brownfield sites should be used for new homes.
 - CT. Many properties have been changed from business to residential use in the Town Centre. No progress as yet on providing homes in the former gas works site.

B. Design

1. New developments should be well designed for community living and access to the town.
2. Planning approval should seek to require new homes to meet best practicable environmental standards.
3. Explore ways to attract socially and environmentally sensitive developers.

C. Affordable housing

1. Better matching of new homes to community needs – affordable starter homes, young singles and homes for the elderly.
2. More social housing.
3. More affordable rental property.

6. Local economy

A. Investment

1. Explore the feasibility of providing greater incentives for new and existing local small businesses.

- SR. In addition to these Evesham Town Council in partnership with Wychavon District Council is providing small business start-up and small business development grants of up to £750 to businesses located in Evesham.
2. Continue to expand the local industrial capacity in partnership with Wychavon District Council.
 - SR. See points 8 and 12 above
 3. Lobby for a fairer system of business rates.
 - SR. The government has undertaken a revaluation of commercial premises across England. This has resulted in many properties in Evesham Town Centre seeing their business rate liability reduced where rents have reduced in recent years.
 4. Retain and improve the Charter Market.
 - SC. The Town Council are looking at the market offering and with the current contract due to expire in March 2017.

B. Spend

1. Develop the 'Tourism' proposals to make Evesham a destination of choice.
2. Improve the shopping experience through investment and better use of town centre space (See the 'Town Centre' chapter).

C. Money circulating

1. Improve access to town, and internal transport system.
 - CT. Improvement expected after Evesham Transport Study completed
2. Improve the shopping experience and develop design criteria (with Wychavon District Council) for town centre frontages.
 - CT. Wychavon DC has recently consulted on Shop Front guide.
3. Encourage a "buy local" culture.

D. Growth

1. Explore additional ways to help with the promotion of small local businesses.
2. Provide opportunities for "seed" businesses
3. Involve landlords in sharing the vision.
4. Encourage innovation and new enterprise with competition and reward.
5. Promote Evesham's investment potential to regional, national, and international markets.
 - SR. See points above on grants and skills development

7. Tourism

A. Marketing

1. Make better use of signage and banners to identify attractions and promote events
 - SR. The development work for improving tourism signage in Evesham is complete with 55 interventions agreed. Many of the pedestrian sign improvements have been installed and WCC will install the Brown Sign changes early in 2017
2. Target tourism promotion activity to high spending visitors.
3. Promote a central online database of all local accommodation.
 - CT. Information is available through Town Guide.
4. Ensure that events and festivals are promoted locally, regionally, nationally and internationally.
5. Develop the network of existing cycle routes and promote Evesham as a centre for cycle tourism.
 - RW. Cycle Evesham Vale has selected Cyclotourism as a key focus for 2017
6. Promote Evesham's attractions to boaters.
 - SR. These opportunities will come under the remit of the Wychavon Events and Marketing Officer who will attend the next Branding Marketing and Signage Sub Group meeting.

B. Heritage

1. Link all historic sites of interest with a single trail booklet.
2. Adopt a Conservation Management Plan for the Evesham Abbey site and promote.

- CT. Trust formed to take over Evesham Abbey site and develop gardens.
3. Create a Battle of Evesham visitor attraction.
 4. Expand provision of guided tours of historic attractions.
 5. Improve and raise the profile of the Almonry Museum.
 - CT. Almonry now on 'At Risk' register. Efforts are being concentrated on fabric of building.
 - SR. The Almonry Manager is developing a marketing strategy for the museum and tourist information service.

C. Events

1. Develop Evesham's offering as a centre for events.
2. Explore and develop "agritourism".
 - RW. Growing the Vale Way project as part of the Vale Landscape Partnership HLF bid supports this
 - SR. Good progress with Asparagus Festival and PGI status for Vale of Evesham Asparagus
3. Explore the potential for religious and "supernatural tourism".
4. Re-establish the Evesham Carnival.
 - Carnival re-established and held in 2015 and 2016.

D. Amenities

1. Create better physical links between Evesham Country Park (now called The Valley Evesham) and Evesham's town centre.
 - RW. Boardman development approval making this an urgent imperative.
 - CT. Shawn Riley continues to work to implement this link.
2. More catered and self-catered accommodation.
3. Address anti-social behaviour in riverside and town centre locations.
 - CT. Action taken on Workman Gardens. Street Pastors scheme works to help those in difficulty.
4. Improve the look of historic buildings in our conservation areas.
 - SR. £750 Business Grants are available which can be spent on improving the look of buildings.
5. Improve the quality of the public realm, for example, Market Place.
 - RW. New venues at Katie's, Loungers and the former PJs should create a thriving café culture in the Market Place.

8. Town centre

A. Town centre

1. Encourage the redevelopment of the riverside shopping centre site.
 - SC. WDC has continued to work with the owners to try and pursue this. It is understood that ownership is about to change hands and there is hope that some sort of development will take place.
 - SR. Negotiations with the AVIVA are on-going.
2. Develop the Market Place as a leisure destination.
 - RW. New venues at Katie's, Loungers and the former PJs should create a thriving café culture in the Market Place.
 - SC. The reopening/opening of 3 new eating/pub establishments in the Market Place (Valkyrie under the Town Hall, Katie's Bar and Grill, and Loungers at the former Imagine. The Town Council are looking at the market offering and with the current contract due to expire in March 2017.
 - CT. Market Place has been improved with replacing of paving and painting of street furniture.
3. Introduce a parking system that encourages town centre use and dwell time.
 - CT. Some concern about parking with possible temporary closure of Old Brewery car park.

4. Encourage targeted investment to develop an appropriate retail mix.
 - SC. Shawn Riley continues to target retailers and prior to the Town Plan, the Town Council contributed to the purchase of data that assisted Shawn in targeting certain retailers. The data showed whether retailers/restaurants etc. were expanding or contracting, where they were expanding (geographical location), and whether it was out of town or town centre.
 - SR. Construction of Waitrose Store will start this year.
5. Provide better signage within and around the town centre.
 - SC. New finger signage has been investigated.
6. Develop a more user-friendly traffic system
 - CT. Worcestershire CC Transport Study results expected in Spring 2017, hopefully will suggest better traffic system for Evesham

9. Transport

A. Parking

1. Undertake a policy review of car parking strategy and charges and consider changes to the layout of on-street parking.
 - CT. Little done. Worcestershire CC will consider changes to north end of High Street on receipt of more information.

B. Traffic

1. Reduce the speed limit through the town to 20 mph
 - CT. Some support. Await results of Evesham Transport Study
2. Commission an independent traffic study.
 - CT. Worcestershire CC carried out survey work in 2016 and are expected to test options in early 2017.
3. Make provision for and safeguard an extension of the Evesham ring road around the south west side of the town to connect the A46 and the B4084.
 - CT. No progress known. Make await results of Evesham Transport Study and Highways England review of the A46.

C. Cycling

1. New footbridge and cycle crossing points over the river.
 - CT. Provision made for funding new footbridge over the river connecting to Hampton.
2. A network of well signed cycle routes and footpaths
 - CT. Worcestershire CC understood to be carrying out a study in parallel to Evesham Traffic Study.
 - CT. New link to provide a new footpath alongside the river to Worcester Road promoted by Evesham Ramblers completed and signed in 2016.
3. Provide a safer environment for pedestrians, particularly by-pass crossings.
 - CT. bid made via NHB for crossing in the north end of the High Street.
4. Revive the Vale of Evesham Cycling Forum.
 - CT. Cycle Evesham Vale formed and working effectively to promote Cycling in Evesham and the provision of cycling infrastructure.

D. Public transport

1. Facilitate reduced car usage.
 - CT. No action taken other than efforts to promote other forms of transport.
2. Develop an integrated transport hub with integrated ticketing arrangements.
 - CT. GWR are carrying out a study into improving the accessibility of Evesham railway station
3. Establish a bus users group.
 - CT. Bus users Group established and now merged with the Pershore Group to be the Vale Public Transport Group.

4. Timetable information to be more accessible to passengers.
 - CT. Town Council has agreed to provision of 20 more timetable boards for Evesham bus stops.

10. Young people

A. Activities

1. Town centre development to include social spaces and facilities to attract families and young people.
 - SC. Unaware of any action on this.

B. Education

1. Develop liaison between schools and relevant services in providing advice and support for young people and families at a suitable location in the town.
 - SC. Unaware of any action on this
2. Encourage school links with local employers to inform young people about training and career options.
 - SC. Unaware of any specific action on this though I do know that the school and colleges do have links with employers
3. Attract a wider range of employers to the town to offer more and better employment options.
 - SC. Unaware of any specific action on this

C. Consult young people

1. Link school and college student councils and local Worcestershire County Council Youth Reps to the Town Council.
 - SC. Unaware of any action on this
2. Observer status and/or occasional representation on the Town Council.
 - SC. No action on this
3. Consult young people about the future development of the town.
 - SC. Unaware of any action on this.
4. Involve young people in projects in the town.
 - SC. Unaware of any action on this
5. Civic awards for young people.
 - SC. No action on this.

Prepared by Colin Tether
Updated 9.1.2017

EVESHAM TOWN COUNCIL

COMMITTEE: TOWN COUNCIL

DATE: 16 JANUARY 2017

SUBJECT: VACANCY FOR CO-OPTED MEMBER OF THE COMMITTEE

REPORT BY: TOWN CLERK

1.0 PURPOSE OF REPORT

1.1 To advise Members of vacancy for a co-opted member of the committee without voting rights.

2.0 RECOMMENDATION

2.1 Members recommendations are requested.

3.0 BACKGROUND

3.1 The Committee will be aware that the Town Plan Committee is comprised of 7 town councillors and 3 co-opted members of the community without voting rights. The 3 co-opted members were chosen by the committee from a number of applicants when it was first established.

3.2 Mrs Sally Earley has given the Clerk notice of her resignation from the committee as she feels that time constraints do not allow her to concentrate on the Town Plan as much as she would like.

4.0 CO-OPTION

4.1 Previously, it was agreed that members of the public wanting to sit on the committee would be required to put their interest in writing. Those applying were asked to detail why they would like to sit on the committee, any relevant experience, and any other information to support their application. A vote was subsequently taken.

5.0 FINANCIAL IMPLICATIONS

5.1 None.

6.0 LEGAL IMPLICATIONS

6.1 Any appointed members do not have the right to vote in accordance with LGHA 1989 s. 13.

6.2 With the change in devolved powers, the Council would have to approve any co-option.