



**Notes of meeting
Wednesday 1st August 2018
6.30 pm at Shepshed Town Council Offices**

Present: Andy Marston, (chair), Cllr Eric Vardy (CBC), Cllr Joan Tassell, Cllr Bill Bebbington, Cllr Robert Ewing, Cllr Glenys Timson, Cllr John Savage, John Hardwick, Roger Haycock, Philip Hutchinson, John Walker, Brenda Snape (Clerk, STC), David Hankin,(Officer, CBC)
Minutes recorded by Anne Collier, Secretary

Agenda Item	Comments	Decision/Action
1) Apologies	Cllr Denis Forster, Cllr Peter Grainger, Cllr Jane Lennie, Cllr Claire Poole, Pauline Haycock, Derek Henderson, Tim Hicks, Cllr Christine Radford(CC),	Accepted
2) Minutes of meeting on 23 rd May	<ul style="list-style-type: none"> • Proposed as a true record by Cllr Eric Vardy , seconded by Philip Hutchinson. 	Agreed
3) Matters arising not on the agenda	<ul style="list-style-type: none"> • None 	
4) Treasurer's report	<ul style="list-style-type: none"> • Joan reported that nothing had changed with the finances since the last meeting. • David reported that the Leicester and Leicestershire Economic Partnership (LLEP) has funds from time to time for LAs and their partners to bid into. There is a fund known as the Pooled Business Rates which has contributions from all the districts in Leics. The Borough is anticipating a call for projects which could be 75% funded by S106 and 25% by LLEP. • There are bids to fund feasibility studies of large projects. Costings of the projects would form part of these bids. • The Schedule of Shepshed Public Realm Funding Streams tabled by David gives a list of expected stages of income from S106 to assist with the group's planning. It is important to specify priorities within action plans and strategies. • Cllr Vardy welcomed the Schedule as a helpful document. 	
5) CCTV Committee	<ul style="list-style-type: none"> • The approval letter confirming an award of up to £24,600 from CBC was circulated with the papers for the meeting. 	.

	<ul style="list-style-type: none"> • The secretary will respond to confirm that the Shepshed Town Council will fund future revenue costs arising from the maintenance and monitoring charges. The Shepshed Town Team will submit an annual report to CBC showing evidence of business confidence (gathered from an annual survey), trends in commercial property vacancy rates and recorded crime figures in the town centre. • There was a proposal that the terms of the letter be accepted by Bill Bebbington, seconded by Joan. • The procurement process can now begin with an instruction to ADT and liaison with Midland Co-op head office regarding the site of a camera in Hallcroft. • Prior to the commencement of any work, town centre businesses and residents within the location of the cameras must be consulted. John Hadfield's team will visit anyone who has doubts about their privacy related to the cameras. 	Secretary Agreed
6) Constitution	<ul style="list-style-type: none"> • The amended draft was discussed. • DH will produce a final version (to be submitted to the AGM for approval) for the next meeting. 	DH for 26 th September
7) One Way System	<ul style="list-style-type: none"> • Members of the Public Realm T&F group attended the last meeting of the One Way System T&F group to which a LCC officer had been invited. • A suggestion was made that a computerised micro simulation model of the area of the town centre identified for possible changes would prove useful. • The model would ensure future proofing as it can be used again and again as data on traffic flow changes. It also allows the effects of additional housing pinch points to be added. • It makes use of real data, eg: the Mobile Vehicle Activated Sign used in Shepshed and allows highways to take the data into consideration. • Model 1 for Loughborough Rd only costs £12,500. • Model 2 for the whole of Shepshed Town Centre costs£60,000. • The meeting agreed that Model 1 wouldn't be helpful. • The possibility of exploring funding from businesses in Shepshed was discussed. • A survey of town centre businesses and residents would give an indication of the level of support for a one way system and could allow possible funders to be identified. • It was felt that a consultation would give legitimacy by testing the level of appetite for a scheme in the town. • DH was asked to explore example survey forms, ways of distribution and assessment. • DH to liaise with the One Way System T&F group to further this work. 	
8) Website	<ul style="list-style-type: none"> • The first draft was shared by a link. • Information is needed to populate the sections. The Constitution, a strapline, photos of meetings and areas of the town centre could all populate the website together with membership and minutes. • Please send ideas and suggestions to the group. • Congratulations were expressed to the chair and members of the group. 	
AOB	Robert mentioned the Echo report about the removal of the flower container in the centre of the bullring.	
Dates of the next Meeting	Wednesday 26 th September Wednesday 24 th October AGM	

