



**Notes of meeting
Wednesday 23rd May 2018
6.30 pm at Shepshed Town Council Offices**

Present: Andy Marston, (chair), Cllr Eric Vardy (CBC), Cllr Bill Bebbington, Cllr Joan Tassell, Cllr Robert Ewing, Cllr Glenys Timson, Cllr Denis Forster, Cllr John Savage, Peter Grainger, John Hardwick, 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 Claire Poole, Roger Haycock, Pauline Haycock, Derek Henderson Cllr Christine Radford(CC), Cllr Jane Lennie, Cllr Myriam Roberts, Cllr Diane Horn, Tim Hicks,	Accepted
2) Minutes of meeting on 04.04.18	<ul style="list-style-type: none"> • The secretary apologised that the minutes sent out had an incorrect date. This would be changed on the master. • The minutes were proposed as a true record by Cllr Vardy, seconded by Peter Grainger. 	AC Agreed
3) Matters arising	<ul style="list-style-type: none"> • There were no matters arising not on the agenda. 	
4) Treasurer's report	<ul style="list-style-type: none"> • The treasurer reported no changes since the last meeting. 	
5) CCTV bids	<ul style="list-style-type: none"> • DH. Reported a delay in the process due to lack of evidence of three bids for the work. • It was pointed out that Chubb had shown interest but chosen not to quote. ADT had made an updated quote following a meeting in Shepshed and viewing the actual sites. This was lower than the original. • The Secure One bid had not been seen by David. He was given a hard copy and the Town Clerk agreed to forward an e-copy of the bid received on 4th April from John Hadfield. • How long before the decision is made? DH reported that now the bids were in place the panel would be convened to check the process and the information. He was unable to give a time limit. • Cllr Vardy would await the confirmation of the panel before asking for a decision at CBC. 	

6) Constitution	<ul style="list-style-type: none"> Joan reported that a meeting had taken place and some additional changes suggested. However the document was being updated by JL who was on holiday and unable to access a reliable internet connection. The Executive would expect a full report at the next meeting 	Agenda item 01.08.18
7) Proposed One Way System	<ul style="list-style-type: none"> No meeting had taken place since the last executive. However, an officer from LCC will be attending a meeting on Wednesday 27th June at 7.00pm which will be a joint meeting with the Public Realm group to discover the possibilities and limitations of any One Way System and any impact on the work of the Public Realm group. 	
8) Website	<ul style="list-style-type: none"> Andy reported that a first draft is expected next week. There would be checks needed on ease of access, any future costs for updates and numbers needed for administration rights. A section for STT minutes and those of the T&F groups would extend public information for businesses and residents. 	
9) Public Realm	<ul style="list-style-type: none"> The notes of the first two meetings have been circulated with the papers for this meeting. Peter Grainger had agreed to become the vice chair. A vision statement had been agreed and some possible projects identified to improve Public Realm attraction and increase footfall. The date of the next meeting is 5th June when we shall identify what we don't yet know and where we can get the information we need. 	Date of next PR meeting
10) AOB	<ul style="list-style-type: none"> A Logo is needed for the STTP. One suggestion was a sheep/ram's head in a circle with Shepshed Town Team Partnership written around it. A strapline is also needed for documents. Business and Community working Together. 	
11) Dates of the next Meetings	<ul style="list-style-type: none"> Wednesday 1st August Wednesday 26th September Wednesday 24th October AGM. 	
	The meeting closed at 7.05 pm	