

MINUTES OF MEETING OF THE ENVIRONMENT COMMITTEE
held on Monday 20 April 2015 at 7.00pm
at Council Offices, Post Office Road

Present Cllr B Anderson, Cllr K Hathaway, Cllr Manship & Cllr I Broughton

In Attendance: Borough Cllr A Bubb, Borough Cllr J Collingham & The Clerk

608 Apologies

All present. Cllr Bubb arrived late at 7.55pm.

609 Declarations of Interest

None received.

610 Minutes of meeting of 9 March 2015

It was resolved for the minutes to be signed by the Chair as a true and accurate record

611 Matters Arising

Everything covered on the agenda.

612 Rangers

Cllr Hathaway advised that she had nothing extra to report.

613 Major Emergency Plan

Cllr Anderson reported that he was waiting for some information that the Clerk has received from the County Council re emergency plans. **It was resolved for the Clerk to get this copied for Cllr Anderson.**

614 Current Financial Position

The Clerk handed round the budget figures the committee looked at the budget line by line and were happy with how the budget stands at the end of the year. The Clerk advised that the NCC Parish Partnership Agreement paperwork has been received but the Clerk has sent off for a quote for the flashing lights from Westcotec as per instructions. When quote received then the Council needs to pay half the cost. The trod is costing £720.00 so the Council's share is £360.00. The dog bin emptying has been paid but the payment is not showing on the budget report. **It was resolved for the Clerk to check this.** The Clerk advised that a couple of receipts had been received for planting on the War Memorial. The Clerk advised that no order had been agreed. Cllr Anderson's letter last year has not been adhered to so the Clerk has recommended that payment should not be made. **After discussion it was resolved for payment not to be made.**

Cllr Hathaway said that the Task Force Thank You Tea was still ongoing and hopefully a date will be available within the next week. **It was resolved for Cllr Hathaway to check the date and best time and the Clerk to book with the Coffee Shop.**

615 Asset Register

The Clerk advised that this is now getting urgent. Some discussion regarding if it is replacement/insurance costs or value/depreciation costs. **It was resolved for the Clerk to contact someone and find out what the normal practise is.**

616 **Contracts**

Streetlight Maintenance

Cllr Anderson had previously sent round a draft-tendering letter. This was discussed and amendments suggested. **It was resolved for Cllr Anderson to make the amendment and send round for approval, as it needs to go out prior to the next meeting. It was resolved to ask for a nil return if unable/unwilling to quote.**

617 **Actions Outstanding.**

Items will be reported under Areas of Responsibility.

Cleaning Contract

The Clerk advised that this was discussed at the FGP&A Committee meeting last week. Cllr Hathaway said that there are several parts of the contract that Mr Lee currently is unable to do. Eg looking after the war memorial area. **It was resolved for any suggestions of new items that can go on the contract and the contract needs to be discussed with Mr Lee and revised.**

Cllr Collingham attended the meeting (please see under Dog waste and General Village Environment) Cllr Collingham arrived at 7.55 and left at 8.15.

618 **Areas of Responsibility**

(a) **Bus Shelters/Bus Stop**

The Clerk advised that she had received new timetables from Norfolk Green as their buses/routes are changing.

Cllr Bubb advised that he had written to the County as Chair of the Disability Forum as the bus stops are not big enough so buses are not able to stop correctly due to parked cars and as such not able to lower the bus to allow for disabled people to leave enter the bus. The space needs to be 18 metres not the 10 to 12 metres they currently are.

Cllr Anderson still has not been able to contact Elizabeth Fiddick. **It was resolved for Cllr Anderson to continue to try and get hold of Elizabeth Fiddick.**

(b) **Streetlights**

West Hall Road/Centre Vale/Post Office Road Swop

The Clerk advised that she still had not received the quote. **It was resolved for the Clerk to chase.**

(c) **Grasscutting**

Nothing to report.

(d) **Cleaning**

Nothing to report.

(e) **Litter bins**

The Clerk advised that she emailed the Borough informing them that the bin was old and not our bin but had no acknowledgement of the email. **It was resolved for the Cllr Bubb to take up with the Borough Council.**

(f) **Seats and Benches**

The Clerk advised that she has a form to fill in regarding placing the bench. The leaflet regarding the bin were emailed previously.

(g) **Dog waste bins/sponsorship –**

The Clerk advised that Mill House and Coastal Vets have agreed to continue with sponsorship. Still no news from Medivet. **It was resolved for the sponsorship to start from the 1 May and the Clerk to send out the invoices.**

Cllr Collingham advised that the dog waste being left by irresponsible dog owners was out of control in the village. Cllr Collingham witnessed someone walking their dogs on the sports field the other day and they made no attempt to clear up after their dogs. Cllr Collingham asked if a sign could be put up on the Sports Fields asking people to pick up as she had been advised by Cllr Payne that they could not be banned.

Cllr Hathaway said that the situation has been brought up at SNAP and there was a situation on the Sports Field of a child falling in some dog waste. Cllr Hathaway asked at the time that she was given the evidence photos etc and she would take it further but did not ever receive anything.

Cllr Bubb advised that there was a clause in the lease that said no one should be allowed on the field unless undertaking sporting activities. Cllr Bubb said that if re-elected he would ask for a Dog Warden to be reinstated. Cllr Collingham said that she would support this.

It was resolved for the Clerk to contact the Sport Ground Committee and ask if they had any objection to the Parish Council putting up a No Dog Fouling sign.

(h) **Footpaths and Walkways**

Cllr Bubb advised that he had spoken to the owner of the house by the path at St Nicholas Close and it does not appear on their lease.

(i) **Tree Warden**

Nothing to Report.

(j) **General Village Environment –**

Road Sign

Cllr Hathaway advised that the Junction Sign at Heath Road has been repaired.

Grass Verge

The Clerk advised that it had been reported to her that buses waiting there in the morning were causing the damage. The Clerk had obtained a photograph and it is now in the hands of NCC Highways.

619 The Warren

Cllr Anderson had previously sent round the table of quotes to undertake the Archaeology survey when the pond on The Warren is dug which should be around two days work. **It was resolved for Witham Achaeology to get the contract and for Cllr Anderson to work out a start date with Witham and PCL Ltd.**

- 620 Correspondence –**
The Woodland Trust
Spring Catalogue.
- 621 Items for inclusion at next meeting –**
Remove item 5 so standard agenda.
- 622 Date, time and venue of next meeting**
Monday 8 June 2015 at 7.00pm in the Council Offices.

With no further business the meeting was closed at 8.45pm.