

**Draft Minutes of the Meeting of the Environment Working Group held on
Monday 10 May 2021 held online at 7 pm**

Present: Cllr Robert Frost (Chairman), Cllr Brian Anderson, Cllr Robert Anderson, Cllr Tony Bubb (Vice-Chairman) (from start of item 4), Cllr Coral Shepherd, Cllr Jordan Stokes & Cllr Ann Watkins. The Locum Clerk, Luisa Cantera, was also in attendance. There were no members of the public present.

498 Election of Chairman for the coming year

Cllr Frost invited nominations for the office of Chairman. On a vote, it was agreed to elect Cllr Frost for the coming 12 months as Environment Committee/Working Group Chairman.

499 Election of Vice-Chairman for the coming year

This item was taken later in the meeting (refer to item 504) to allow Cllr Bubb to be present.

500 To receive and consider apologies for absence

All councillors were present.

501 To receive declarations of interest and requests for dispensations

None received.

502 To approve the minutes of the Environment Committee meeting held on 12 April 2021

It was resolved for the minutes to be signed by the Chairman as a true record without amendment.

503 Matters arising – any updates from committee members and a review of actions from the last meeting

Cllr Shepherd and the Locum Clerk reported that they had completed their actions from the last meeting. Cllr Bubb explained that County Cllr Dark will be arranging for a one-off clearance of the dyke behind the Edinburgh Estate and afterwards it will be up to the riparian owners to maintain. Cllr Watkins will be writing an article for the next Village Voice about hedgehogs. She reported that she had spoken with a contact at the allotments about chemical usage to reduce harm to hedgehogs. There was no update on the laminated maps for the handyman to refer to but Cllr Shepherd will follow this up.

504 Election of Vice-Chairman for the coming year

Cllr Frost invited nominations for the office of Vice-Chairman. On a vote, it was agreed to elect Cllr Bubb for the coming 12 months as Environment Committee/Working Group Vice-Chairman.

505 Current financial position

There was no financial report available. This will be carried over to the next Environment meeting.

506 Areas of responsibility

8c – The grass cutting contract expires in Autumn 2021. Discussion will commence at the next Environment meeting to prepare to go out to tender.

507 The Warren

Cllr Frost reported that he will be meeting with the log supplier shortly to decide where they will be located.

508 Recreation Area

- a) Update on recent play area inspections
Geraldine Scanlon, Office Assistant and Communications Officer, is continuing to complete regular inspections of the play area. There are no issues to report at present.
- b) Discussion on self-closing gates
Cllr Frost explained that he believes both gates at the play area should be self-closing. He will take photographs to present to the next Environment meeting so that options can be discussed.
- c) Discussion on Covid-19 signage
Cllr Shepherd reported that the signage needed to be updated/refreshed. Geraldine Scanlon will deal with this.

509 War memorial and war memorial gardens

Cllr Shepherd reported that she had met with Mr Doman regarding pressure washing the brick weave in the gardens. A longer hose is required for this task and it was recommended that he selects a hose at the local garden centre and the Parish Council will pay for it. One of the two benches needs cleaning and refinishing and the handyman will be asked to add this to his list.

510 Discussion on possibility of a trod from Lynn Road onto the Common

Cllr Bubb explained that walkers heading south out of the village on the B1440 have to walk on the road part of the way to the Common. If a trod (a low-cost footway using unbound material instead of asphalt) were to be made at this section it would be a safe path to walk allowing villagers easy access to the Common. The County Council has quoted just under £4,000 for the work; County Cllr Dark has pledged £2,000 towards the project. It was agreed to recommend a trod on the B1440 to the next Full Council meeting.

511 Skatepark

The skatepark has a project start date of 31 May 2021 and will take 4-5 weeks to complete. There is a meeting of the skatepark group on Wednesday 12 May to discuss plans for an opening ceremony. A litter bin and additional signage will be needed and longer term another bench. Further discussion is required on where to relocate the basketball hoops.

512 Climate Change Working Party

The Working Party will next meet at 6.30 pm ahead of the next Environment Working Group meeting. The agenda will include a discussion on electric charging points.

513 Christmas tree lights – update on the floodlight purchased

Cllr R Anderson reported that he had ordered two floodlights (different wattages). Councillors agreed they will meet with the contractor at 9 pm one evening next week for a demonstration.

514 Lamp columns – discussion on quotation

The Locum Clerk reported that she had been speaking with the contractor, K&M Lighting, to find out if they can provide a quotation to replace the cracked doors on concrete lamp columns. A further update will be provided at the next meeting.

515 Correspondence

There were no items of correspondence.

516 Items for the website

There were no items suggested for the website.

517 Items for the next meeting

Floodlights for trees; financial position update; initial discussion on grass cutting contract tendering process; purchase of a litter bin, additional signage and a new bench at the skatepark, and to discuss where to relocate the basketball hoops to.

The next meeting will be held on 15 June 2021 at 7 pm via Zoom. With no further business, the meeting closed at 7.56 pm.

Action list

Cllr C Shepherd

- Talk with Geraldine Scanlon regarding actions allocated to her (see below).

Clerk/Locum Clerk

- Add all recommendations to the next full council meeting:
Confirm election of Chairman of Environment as Cllr Frost.
Confirm election of Vice-Chairman of Environment as Cllr Bubb.
Ask Mr Doman to select a longer hose (required for pressure washing) at the garden centre and let the Clerk know the cost.
Recommend a trod is built south on the B1440 between the village and the Common.
- Ask handyman to clean and refinish the wooden bench at the memorial garden.
- Report back to next Environment meeting on conversations with K&M Lighting regarding repairs to cracked doors/broken locks on 5 concrete lamp columns.

Cllr Bubb

- Contact County Cllr Dark to arrange for the dyke that runs behind the Edinburgh Estate to be cleared.

Cllr Watkins

- Write an article about hedgehogs for the next Village Voice.

Cllr Frost

- Meet with log supplier to decide where to place logs in The Warren.
- Take photographs of the gates at the play area to present to the next Environment meeting, so that options can be discussed and quotations can be sought.

Geraldine Scanlon (office member)

- Laminate plans for contractor so that he knows where seats and benches are located.
- Create new Covid-19 signage for the play area.

Cllr R Anderson

- Arrange for councillors to meet lighting contractor to see how the floodlights look on the 'Christmas trees'.

Next agenda for the Environment meeting

- Add floodlights for trees; financial position update; initial discussion on grass cutting contract tendering process; purchase of a litter bin, additional signage and a new bench at the skatepark and to discuss where to relocate the basketball hoops to; report back on discussions about lamp column repairs.

Next agenda for the Climate Change Working Party

- Add discussion on electric charging points to next agenda.