

These are draft minutes and are subject to approval at the next meeting.



ENVIRONMENT COMMITTEE

Minutes of the meeting at
8.00 p.m. on 4 October 2012
in the Youth Club

Present: *Councillors* – Anthony Sheppard (*Chairman*), Geoff Herbert, Kate Hallett, Shirley Round (*ex-officio*)
Co-opted Members- Vanessa Relleen, Rukshana Master
Parish Clerk - Freda Collins
2 members of the public

As the Chairman, Sarah Whittaker had resigned, the Vice –Chairman Anthony Sheppard opened the meeting.

1. To Elect a Chairman

The acting Chairman asked for nominations for Chairman.
Cllr Round proposed Anthony Sheppard. This was seconded by Cllr Hallett.
There being no other nominations, Cllr Sheppard was duly elected Chairman.
He was congratulated.

2. Apologies for Absence

Carol Manley
These were accepted.

3. Declarations of Interests

Cllr Hallett declared that she is Secretary to the CVA.
Cllr Herbert declared that he is also a Borough Councillor.
Vanessa Relleen declared that she is a Trustee of the CRGT, is on the Committee of Claygate in Bloom and the CVA.
Rukshana Master declared that she is on the Committee of Claygate in Bloom and the CVA.

4. Minutes of last meeting

The minutes of the last meeting on 2 August 2012 were confirmed and signed by the Chairman.

5. Actioning of items from previous minutes

AP36- Jubilee tree. Cllr Hallett reported that, if a suitable location can be found for a tree, a Jubilee tree can be planted anytime during this Jubilee year. To get into the official book it has to be tree from the Crown Estates. Rukshana noted that a cherry tree planted in the Hare Lane Island has died. It was agreed that this would be a suitable place for a Jubilee tree. It was noted that Cllr Bennison plans to renovate the island. This matter can be discussed at the liaison meeting next week. **outstanding**

AP2- Cllr Herbert has spoken to Cllr Bennison about the cracked wall at the Youth Club- Cllr Bennison will deal with the matter.

AP9- check lists- Burleys have been sending these.

AP10- Cllr Hallett queried whether a firm needs a License to dump waste. Not required.

AP12- Cllr Round to ask the school for a copy of their newsletter so that this information can be included in the Courier. Done

All other action points have been carried out or are agenda items.

6. Highway Garden Sites

6.1 The contract for the HGS has been awarded to Green Gardens who submitted a good bid at a reasonable price. This has been ratified by the full Council. There will be a meeting with Green Gardens on the 10 Oct to sign the contracts and review reporting procedures. We require a

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method of keeping track of the work without generating too much paperwork. The contract will start at the beginning of Nov.

6.2 One of the firms who bid for the contract submitted a thorough bid with photos of the beds and suggestions for improvements. Although, the firm was not awarded the contract for maintenance, they could be used for project work. It was agreed to circulate the photos and comments to Committee members so that a priority project can be identified.

AP14 The Clerk to action

It was noted that £1,300 remains in the budget for HGS projects. On one of the sites householder's hedges are overgrowing the bed. It was noted that SCC will ask frontagers to cut back hedges; but only if there are sight-line problems or the vegetation is blocking the footway. It was agreed that we could politely ask the householder to cut back the hedge or offer to do the work.

It was noted that the project priorities may change after the new maintenance team begins their contract as they may undertake some of the outstanding matters.

6.3 It was agreed that all members would inspect their assigned sites and take photos prior to the commencement of the new contract. Photos to be sent to the Clerk.

AP15 All members to action.

6.4 Working within the village are SCC, EBC, CPC and CIB, so it is not always clear who does what. Cllr Hallett has produced a map showing areas of responsibility. She will circulate this. She will also circulate the list of outstanding work at each site.

AP16 Cllr Hallett to action.

6.5 It was noted that CPC pays for the provision of water on The Green but over the last year the bill shows no water being used. Vanessa noted that she had watered The Green three times during this year, so the next bill should reflect this. The water is difficult to access as it involves lifting a manhole cover and then kneeling down to turn on a tap. It would be impossible to install a stand-pipe as the manhole cover is in the middle of the footway. Carol and Vanessa both have a set of keys for the manhole. It was agreed to ask Carol for her set of keys.

AP17 Cllr Herbert to action.

Neale Parry has a hose and reel owned by CPC. If he no longer wants to water The Green we should ask for the return of the hose and reel. Cllr Herbert agreed to action this.

AP18 Cllr Herbert to action.

It was noted that the horsetrough needs more watering. The Collins family water whenever they can and Vanessa waters when she waters The Green, but more regular watering is required. Cllr Herbert will ask Neale Parry or, failing him, other local residents if they are willing to help water.

AP19 Cllr Herbert to action.

6.6 Brian Matthews has donated some white cyclamen which Vanessa has planted on the Firs verge.

6.7 The brick bed in The Parade has been rebuilt- thanks to Cllr Bension. Vanessa removed all the plants prior to the rebuild and has now replanted them. Thanks were given to Vanessa. Some plants were left over. There is one bench at the end of the bed; another is required at the other end. It was agreed to discuss this with Cllr Bension at the liaison meeting.

6.8 The hellebores still need planting in the St Leonards Road bed.

7. Other Flower Beds

7.1 Woodstock triangle

This bed again looks very untidy. It has been added to the list of beds to be covered in the contract for the HGS.

7.2 Station Beds

These are maintained by CIB and are looking good. If they require more plants, the left-over Achillea plants from The Parade bed could be donated.

8. Meadow Road Island

8.1 All the new planting looks fine now that it has been watered.

8.2 The forsythia needs pruning. This should be done in spring after it has flowered. This will be a job for a contractor.

9. Village in Bloom Competition 2012

9.1 CIB was awarded a silver-gilt. Congratulations were given to all those involved.

9.2 It was noted that the judges liked:-

- i. the red and blue planting

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- ii. the Jigsaw garden club.
- iii. the War memorial project

They would have liked to see the allotments.

9.3 It is not yet known if CIB will enter the competition next year.

9.4 CIB would like the hanging baskets again next year if CPC will fund them.

9.5 It was noted that the CPC budget for the next financial year will be constructed at the budget meeting in November.

9.6 The major project for this year was planned to be the bed at the Recreation Ground. This did not happen as the CRGT prefer the grass and extra seating.

Thanks were given to CIB for making the village look attractive.

10. Status of The Green and other unowned land

10.1 The Green.

Cllr Hallett has researched the ownership of The Green and it is owned by EBC. The Hare & Hounds have the right to have a sign on The Green.

For land to be dedicated as a Town or Village Green under the Commons Act there needs to be proof of the land being used for sport or pastimes. However, the owner of land can apply to have it registered as a village green without that burden of proof. EBC would not give up their ownership; it would just involve a change of status for the land.

It was agreed to discuss this matter at the next full Council meeting where it will be suggested that we approach the Chief Executive Officer of EBC and invite him to take this step.

9.2 Derwent Close Island

The ownership of this piece of land is not known. The freehold was owned by a company which was dissolved in 1989. The local houses were built in the 70's and are subject to various covenants.

The land is maintained (the grass is mown and trees are subjected to necessary works); possibly by SCC. It was agreed to raise the ownership of this land with Cllr Bension at the liaison meeting next week.

Thanks were given to Cllr Hallett for this research.

11. Courier/Website

11.1 It was agreed to include the announcement of the new contractor for the HGS sites and a report on the new brick bed in The Parade in the Environment report which will be prepared by Cllr Sheppard.

11.2 The CIB results will be included in the Chairman's notes.

11.3 Cllr Hallett will send the HGS site map to Cllr Coomes for the website.

12. Matters for information only

None

13. Date of next meeting

Next Meeting: **Thursday 8.00pm on the 29 Nov 2012 in the Village Hall Committee Room**

.....Chairman.....Date