

Stainland and District Parish Council

31st Environmental Committee

Minutes Draft

Draft Minutes of the 31st Environmental Committee Meeting of the Stainland and District Parish Council held on **Tuesday 3rd August 2022 at 7:00pm** for the purpose of transacting the following business.

Present at the meeting, Cllr Weeks, Cllr Mullany, Cllr Fieldhouse, Clair Eastwood (non-voting member) and three members of the public

Minutes taken by Tony Weeks

	Item
2022E31.1	To note apologies for lateness or absence Apologies received From Cllr Bottomly
2022E31.2	All accepted the minutes of the Meeting held on 5th July 2022 (30th Environmental Meeting). The minutes were accepted as a true record of the meeting
2022E31.3	Resolved there were no Parish Councillors' declarations of interest received.
2022E31.4	The three members of the public representing a group wishing to establish a formal organisation to manage and develop Shaw Park reported that they now had five people willing to serve on a management committee. It was noted that this was discussed by SDPC full council who agreed to support the group in developing a formal organisation. Proposed the five should establish a WhatsApp group and arrange their first meeting to produce a constitution for the group. LF would also attend as SDPC representative. Noted that CMBC had agreed to move the notice board at the entrance to Shaw Park to a more central location in the park. SDPC will refurbish the notice board.
2022E31.5	To receive updates on the following live projects Board Walk Repairs Shaw Park – Project complete Pond Renovation Shaw Park – Contractor booked for September; work may now be undertaken in two stages.

	<p>Transfer of Allotments – Reported that an initial ‘Teams’ meeting had taken place with CMBC. Outcomes from the meeting.</p> <p>An on-site meeting planned for 9.00am on the 12th August and a second meeting of the group scheduled for the end of August.</p> <p>CMBC agreed to send SDPC a copy of their management processes and procedures for controlling the allotments as these had been rewritten since the information sent in 2019/2020.</p> <p>CMBC were unable to say which plots had been given permission to erect sheds/greenhouses. TW agreed to report which plots had buildings on them.</p> <p>CMBC stated that their management of the allotments had only lapsed since the Covid outbreak. TW stated that the allotments had not been effectively managed for much longer, evidenced by the build-up of rubbish on the site. TW agreed to provide photographic evidence of the rubbish that had accumulated over the past 10 years. Proposed that CMBC and SDPC work together to remove the rubbish from the site</p> <p>No further update from the land owners on title of ownership.</p> <p>Cat Steps Footpath – Resolved that Clerk would formally write to the adjacent landowner for a progress report on the wall repairs. CE volunteered to deliver the letter.</p> <p>JB to follow up on the possible help from ‘THE CROWS’ group to help maintain the footpath particularly in winter.</p>
2022E31.6	<p>It was noted information regarding the following proposed projects</p> <p>Grounds Maintenance – Grass cutting contractor to requote for mowing key sites within the parish. Waiting response from CMBC regarding legal permission to provide a top up mowing service.</p> <p>Heritage Railings – Holywell Inn railings have now been installed however; further work required to resolve some defects.</p> <p>Awaiting a quote for Burrwood Mill railings. Joan B to obtain a quote for the installation of the railings.</p> <p>Memorial Park Toddler Play Area – Awaiting development of specification of equipment by CMBC prior to sending out for tender.</p> <p>Jubilee Commemorative Orchard – No further progress on land purchase.</p> <p>Winter gritting – Carriage Drive, position of grit bin under discussion with CMBC. Town-Ing Way, location of bin agreed. CMBC contacted to request reinstatement of grit bin on Station Road.</p>
2021E31.7	<p>Walking Bus proposals</p> <p>Heads of the two schools in the parish liaising with other local schools to develop proposals in conjunction with ALB</p>

2021E31.8	<p>Items Requiring approval by full council</p> <p>No items identified</p>
2021E31.9	<p>To discuss current budget and identify items to be presented at mid-year review</p> <p>Resolved to review budget status before next meeting and identify any revisions/ additional items. Noted that new goal ends identified for Shaw Park would be £3-3.5k.</p>
2022E31.10	<p>To identify any items of interest for the Communications Committee Newsletter</p> <p>It was resolved that the first meeting of the Shaw Park group and the proposals for the Community Orchard should be passed to the Communications Committee</p>
2022E.31.11	<p>To discuss any items Correspondence</p> <p>Noted that no correspondence had been received.</p>
2022E31.12	<p>To discuss grass cutting</p> <p>Previously discussed in item 6</p>
2022E31.13	<p>To discuss community litter picking.</p> <p>See item 14</p>
2022E31.14	<p>To discuss the development of volunteer/community environmental working groups</p> <p>Proposed formalising the current councillor working group, publishing details of a weekly/monthly schedule of work and invite community volunteers to join. Noted that CMBC's Volunteer Policy would need to be followed which could limit the type of work volunteers could do.</p>
2022E31.15	<p>To discuss items for full council</p> <p>No items proposed</p>
2022E31.16	<p>To agree agenda items for the next meeting</p> <p>No new items were proposed</p>
2021E31.17	<p>Date of Next Meeting</p> <p>Tuesday 6th September 2022</p>