

BEARSTED PARISH COUNCIL

Minutes of the Environment Committee meeting of Bearsted Parish Council held at King George V Memorial Hall, Manor Rise, Bearsted on Tuesday 21st May, 2019 at 7:30pm

Present: Cllr Jon Hughes (Chair)
Cllr Frank Jagger (Vice Chair)
Cllr Richard Ash MBE
Cllr Suzanne Camp
Cllr Fabienne Hughes
Cllr Pat Marshall MBE

Also in attendance was the Assistant Clerk Erin Sugden.

REPORTS FROM MEMBERS OF THE PUBLIC

There were no such reports.

1. **Declarations of intention to record**
The Assistant Clerk recorded the meeting for the purpose of the minutes.
2. **Apologies and absence**
No apologies received.
3. **Declaration of Interests, Dispensations, Predetermination or Lobbying**
Cllr J Hughes declared an interest in 10a and his continued interest in The Street Allotment 12d. Cllr P Marshall confirmed her continued interest in Bearsted Cricket Club 11a
4. **Minutes of the last meeting:**
The minutes of the Environment Committee meeting of Tuesday 16th April, 2019 were agreed as a true record and duly signed.
5. **Matters arising from the last minutes and action points.**
The Assistant Clerk updated the Committee about the action points from last month's meeting and will continue to action outstanding points.
ACTION: ASSISTANT CLERK
6. **Expenditure against Budget report.**
Aprils' finance reports are not available due to the yearend process.
7. **Terms of Reference**
Cllr Ash to sit with the Assistant Clerk to evaluate Terms of Reference and will circulate to committee for agreement.
ACTION: CLLR ASH
8. **Church Landway/Church Car Park**
 - a) Correspondence: None received
 - b) Church Landway car park:
Warning signs will be produced by the office when the resurfacing works take place and put up in the area surrounding the car park.
ACTION: ASSISTANT CLERK

During the re-surfacing work a second entrance to the allotment will not be instated but the works will be scheduled to minimise any inconvenience.

9. Highways & Footpaths

- a) Correspondence: An email from a resident concerned about the stability of the wall running from Ragstone Road to Madginford School. Letter from resident to be forwarded to KCC for their attention and response letter to be sent to the resident explaining our action.
ACTION: ASSISTANT CLERK
- b) To identify new point of contact for Community Payback Scheme: Cllr J Hughes will take on the role of leader liaising with the team leader and meet them on site each weekend. Should there be a week that Cllr Hughes cannot make it another member of the committee will take his place. Community Payback Scheme are concentrating on the Elizabeth Harvie Field, painting the fence to the Church yard and then the fence to BW Trust they will also be asked to clear footpaths around the Parish.
ACTION: CLLR J HUGHES
- c) Update of mobile parking and speed signs: This matter remains ongoing and will be deferred to the Traffic Working Group
- d) Highways Improvement Plan: Traffic Working Group to meet and after this time the group will update the committee.
ACTION: CLLR JAGGER

10. General Maintenance

- a) To identify/ratify essential maintenance issues: Warings to be instructed to spray weed killer to a number of areas in the Parish.
It was proposed to instruct Warings to remove 10 tree stumps at the cost of £130 and then £200 to seed the area. This was voted 5 in favour 1 abstention.
- b) Welding to the fence at the Elizabeth Harvie field/ Bearsted Woodland Trust
A volunteer from Bearsted Woodland Trust has offered to fix the fence. There is a need for more paint to enable the Community Payback Team to finish the painting of the fence. A unanimous vote was taken to agree for the Assistant Clerk to order 4 additional cans of paint.
- c) Notice board renovation: This maintenance is now complete.
- d) Litter picking: It was proposed that the Assistant Clerk should advertise for a self-employed litter picker for 4 hours a week at £8.21. This was unanimously voted in favour for. The Assistant Clerk will therefore advertise.

ACTION: ASSISTANT CLERK

11. Bearsted Green

- a) Correspondence: Cricket Club request for cover.
There was an explanation about the benefits of the cover for the Cricket Club but some concerns were raised about the cover being left throughout the year and the advertising. It was proposed that the Assistant Clerk should write to the Cricket Club and request they do

not purchase the covers until investigations can be made in to the legalities of such equipment but in the meantime arrange a meeting with them to discuss plans further.

This was voted in favour by 5 for and 1 abstention.

ACTION: ASSISTANT CLERK

Cllr Ash left the meeting 20.34

Cllr Ash returned to the meeting 20.36

- b) Pond management and volunteers:
The Clerk has approached three companies for recommendations/surveys however only one has responded. They may be able to survey the pond in the coming week. Kent Wildlife Trust has been approached for advice and a response is still outstanding. It was spoken about possibilities for the pond to have a different use. Assistant Clerk to approach KCC for recommendations and aim to get recommendations/survey ready for tender.

ACTION: ASSISTANT CLERK

- c) Bins to the rear of Smarts Cottages: Invicta Law provided a quote of £300 for advice and for them to send a letter on BPC behalf to residents at Smarts Cottages. This was voted all in favour.

ACTION: ASSISTANT CLERK

- d) Bench plaque installation to circular bench: Cllr Ash presented a quote for £20 from Afford Awards, it was unanimously approved in principal, Cllr Ash to-information about the material being used.

ACTION: CLLR ASH

12. Allotments

- a) Correspondence: Request from allotment holder for additional information: A response to the allotment holder will be written by the Assistant Clerk.

ACTION: ASSISTANT CLERK

- b) Isolation valve, meter reading location and water supply to Church Landway allotment site query: Castle Water was approached to check the meter. For them to inspect the meter there will be a charge of £75. If when inspected a fault is found this charge will be removed but there could be costs associated with fixing any issue identified. It was unanimously voted to have Castle Water inspect the meter.

ACTION: ASSISTANT CLERK

- c) Annual inspection of allotments: As each allotment has its own committee, the Environment Committee felt there is no need for inspection by BPC.

- d) Allotment tenancy renewals: The price increase of £5 per half a plot was agreed to in the Environment Meeting on 22 May 2018 (Minute 265, 11b). This was communicated to the allotment holders two months after the deadline of 31 May 2018 as stated in the Allotment Garden Tenancy Agreement (Section 1,2a). It was proposed that for 2019-2020 a discount of two months should be given to plot holders. The committee approved this with 5 in favour and 1 abstention.

Cllr F Hughes leave the meeting 21.21
Cllr F Hughes returns to the meeting 21.24

13. Meadow Bank

- a) Correspondence: Enquiries were made by two residents about the use of the land at Meadow Bank. The Assistant Clerk will respond to residents with details of what the land is used for.

ACTION: ASSISTANT CLERK

- b) Cultivated land: Cllr Bollom and Cllr J Hughes met with residents with regards to land that has been cultivated. It was agreed to ask the resident who was currently cultivating a couple of raspberry canes and a rhubarb to remove them and only keep the Meadow aspect.

The proposal for residents to apply for a piece of land for growing grass and meadow flowers only with no fencing was voted on 4 in favour and 2 abstentions.

A proposal to let animals graze the land hopefully within the next year was voted unanimously by the committee. Residents will be informed that the land will remain the property of BPC at all time and that they will have to relinquish the use of the land when the sheep move in.

14. Open Spaces

- a) Rosemary Road lease update: Ongoing
b) Bearsted entrance at Fauchons Lane: Deferred until next meeting for Cllr Ash to suggest ideas.
c) Ashford Road planters: Deferred to next meeting

15. Market on the Green

- a) Update on recent market: Defer to Comms Committee
b) Market set up: Defer to Comms Committee
c) Donations to charity – tote bags – Defer to Comms Committee

16. Fireworks

- a) Ratification of Fireworks provider
The Assistant Clerk recommended to the Fireworks Working Group Dynamic Fireworks as the provider of Fireworks at this year's display at a cost of £4000. A proposal was made to appoint this company for 2019 and the vote was unanimous in favour.

Cllr Marshall left the meeting 21.59

Cllr Marshall returned to the meeting 22.01

- b) Ratification of Marquee/tents:
The Assistant Clerk recommended Lee Harrison to assist with the setup and dismantle of the Fireworks event at a cost of £225. A proposal was made to appoint Lee Harrison for 2019 and the vote was unanimous in favour.

17. General Correspondence

- a) Roseacre Raiders request for small storage store: suggestion –
The committee feel that the football team should check the progress of the storage to be provided by Golding Homes in terms of time scale and then think about approaching local residents to enquire as to whether anyone has space in a shed/garage they could use until their own store area is ready. The Assistant Clerk will write back to the football club.

ACTION: ASSISTANT CLERK

- b) Broken equipment at BWT play area: The Assistant Clerk will source costs for replacing the Rocking Log then seek approval via email once price is agreed with ratification at Full Council.

ACTION: ASSISTANT CLERK

- c) Fence between EHF and Church: The Assistant Clerk will inform the Church that the fence is not BPC however the council will get a price from Harland Fencing to replace the fence with split chestnut half rail.

ACTION: ASSISTANT CLERK

- d) Request from MBC for Clean Streets Parish Survey: Cllr Ash has volunteered to complete the survey.

ACTION: CLLR ASH

18. Bearsted in Bloom Competition update

Applications have been received and the Admin Assistant is managing this.

ACTION: ADMIN

19. Consolidation of Environment Committee

It was proposed and unanimously agreed by the committee that the following will be deferred to the Communications Committee:

- Market on the Green
- Fitness classes
- Bearsted in Bloom
- Christmas
- Christmas decorations
- Playscheme
- Fireworks Display

20. Update of policies

The Assistant Clerk advised the committee that policies had been updated by the Clerk and will be marked as draft for the Audit if not yet approved by Council.

21. Future Agenda Items

Allotment- Roles and Responsibilities

22. Date of next Meeting, 18th June, 2019

There being no further business to transact, the meeting ended at 22.17pm.

Signed..... Date.....