



LOOSE PARISH COUNCIL

ENVIRONMENT COMMITTEE MINUTES

Meeting held on Monday 10th February 2020
at 7.30pm in the Parish Pavilion.

In attendance: Councillors: Chairman Charlie Hollister (CH), Susan Luckhurst (SL), Peter Rigby (PR), Jim Andrew (JA), Jane Butler (JB), Bridget Kenny (BK) and Kim Owen (Clerk) (KO) took the minutes

There were three members of the public in attendance.

Housekeeping items were noted.

1. To receive any apologies for absence

Apologies were received from Malcolm Summers.

2. To receive and agree any decision regarding any item to be taken as confidential

None.

3. To receive any declarations of pecuniary interest on items in the agenda, in accordance with the NALC Model Code of Conduct for Parish Councils (pursuant to section 27 of the Localism Act 2011). In addition, any declaration of personal or prejudicial interest. (as agreed by LPC 21st Jan 13)

None.

4. To receive any signed dispensation requests for any item on this agenda, and for Councillors to approve/disapprove as appropriate and to agree the reason for the dispensation if approved. (see dispensation form). This follows the agreement made by the LPC at the meeting held on the 17th July 17

None.

5. To sign as a correct record, the minutes of the meeting held on 11th November 2020 (pages 316-320)

The minutes of the meeting held on 11th November 2019 were approved by the Committee and signed by the Chairman.

The Committee **AGREED** to move item 13a up to item 6.

AGENDA ITEM	NOTE OF DISCUSSION	Who to Action
6. Questions/ comments from the public including any matters put forward by local Community groups (3 mins)	None.	
7. Correspondence & phone calls received by the office	None.	
8. The Village Green & The Triangle	<p>a. Update on circular bench around the Jubilee tree Mr and Mrs Saxby advised that they had received a quote from Mercury Project Services. The quote in total is £4775.00. They have contacted LAA who have agreed to give a donation of £500. They would like to get on with</p>	Clerk to Action

	<p>manufacture and installation of the bench as soon as possible as the wood will need to be dry stored for two to three months. The bench will have an inscription on it and this will be discussed with the committee before installation. The Committee AGREED to make a donation to the bench. The donation will be discussed at the next LPC meeting and amount agreed. Mr and Mrs Saxby asked that the Committee contact the contractor to advise that they have agreed for the bench to be installed. A copy of the map of the Green will be sent to Jo Saxby.</p>	
	<p>b. To discuss the reconfigurations of the Village Green Mr Saxby offered to give the Committee a quote to remove the old bench that is next to the Jubilee Tree. The plaque will need to be removed and saved. The Committee AGREED:</p> <ul style="list-style-type: none"> • That the Clerk will contact Mercury Project services to get a quote for three planters to be placed on the Green so they are in keeping with the new bench around the Jubilee Tree. • Additional bins will be added on the Green by MBC (see agenda item 13a). • To get a quote from isles to tidy up around the edge of the Green and agree it by Round Robin. • Arrange quotes to have the following varnished and agreed by Round Robin <ul style="list-style-type: none"> ○ Bench in playing field by Pavilion ○ Bus Shelter – Rosemount ○ Planter – Top of Old Loose Hill ○ Benches on green ○ Bench in Brooks Field ○ Bench on Old Loose Hill 	Clerk to Action
	<p>c. Triangle Planting Update The bulbs purchased for the Triangle have been planted. Some more plants need to be purchased. It was agreed that CH will purchase the necessary plants along with red, white and blue plants and soil for the Planter at the top of Old Loose Hill for VE Day.</p>	CH to Action
<p>9. Brooks Field – Pond – Roy’s Wood</p>	<p>a. Meadow in Brooks Field JB is organising a volunteer day to work on the three areas of the meadow in Brooks Field. A resident has a digger that takes off the top layer of soil from each area. Volunteers will then dig over the soil underneath and plant the seeds. This will take place the first weekend of April. JA advised that the three areas cover 2800 sq m. After discussion it was AGREED</p> <ul style="list-style-type: none"> ○ The following items were needed: <ul style="list-style-type: none"> ○ Seeds ○ Black and Yellow tape ○ Pegs ○ Staples ○ String ○ The Clerk will register with Go Green Go Wild to apply for a grant to pay for the equipment and seeds for the meadow areas ○ JB will arrange an exact date for the Meadow Volunteer day 	

	<ul style="list-style-type: none"> o CH will calculate the costs of seeds and get agreement for this by Round Robin. 	
	<ul style="list-style-type: none"> b. Update on damage fence by Chequers The Clerk advised that she had written to LAA to see if they would be willing to pay for the repairs to the fence. The Chair of LAA is currently contacting KCC to see if they would be willing to pay. 	
	<ul style="list-style-type: none"> c. Pond Clearing The Clerk advised that the grant from the Ward Councillor, Susan Grigg for LAA to purchase new waders and chest waders has been approved. 	
10. Cemetery	<ul style="list-style-type: none"> a. To receive updates for work on the ragstone wall for the Cemetery and Kirkdale and make any necessary decisions The Clerk advised that she had spoken to the contractors and they advised that to repoint with lime and mortar the work will need to be completed in a frost free environment and they are looking at April or May to start the work. 	
	<ul style="list-style-type: none"> b. Damage to stones at the Cemetery CH advised that Andy Wright from Isles and herself looked at the damage to the grave stones in the closed cemetery. The damage had weathered and was barely visible so no further action. 	
11. KGVPF	<ul style="list-style-type: none"> a. Update on Request to cut back a tree/shrub overhanging the footpath behind the cottages at the back of the Pavilion The work has been completed. 	
	<ul style="list-style-type: none"> b. To discuss a date for the next KGVPF walkabout A date is needed for the Walkabout. The Clerk will suggest dates for MS and CH. 	Clerk to Action
12. To receive update on the Environment Policy for Loose Parish Council	SL has prepared a draft Environment Policy for the Council. It will go to the PCH meeting on 24 th February 2020 and then to the Staff Meeting on 10 th March 2020. It was AGREED that the final version will go the LPC meeting on 16 th March 2020 for the final approval. The policy will be in place from 1 April 2020.	Clerk to Action
13. Risk/General Maintenance	<ul style="list-style-type: none"> a. To receive update on the new bin to be placed on the footpath by McAlpine Allotments and make any necessary decisions. John Edwards from MBC advised the he will check the footpath by the McAlpine Allotments tomorrow to see if there is anywhere to put a bin and will advise the Committee accordingly. He also advised that MBC would be willing to provide two waste bins for the Green. The Committee thanked John Edwards for his offer and AGREED that they would like two Black Derby Slimline E Litter Bins. John Edwards will arrange for the purchase and installation of the bins. John also discussed the replacement of the bus shelter at the top of Old Loose Hill. He advised he will send out a link for bus shelter specialist for the committee to look at options to find a style they like. MBC may be able to help with the cost of installation. SL asked for an update about the MBC's litter picking of main roads with speed limits over 30miles an hour. JE advised that there had been a long delay with getting the litter picking process in place. The work will start next week on A249. Once a schedule of work has been set up it 	

	will be sent out to the Committee. SL advised that the A229 between Redwall Lane and The Stilebridge was in a dreadful state with litter. It was reported to MBC again today.	
	b. To receive information on the water issue at Wool House and make any necessary decision There is water pouring out from Wool House and the Committee AGREED that they would like a site meeting with KCC, including a drainage specialist to look at the issue as they feel it is due to a blocked or damaged drain.	
	c. To discuss the state of the road at the top of Well Street and Busbridge Road due to construction work and make any necessary decision There is damaged to the top of Well Street and Busbridge Road due to constructions work in Forstal Lane. The Committee would like it the item put on the LPC agenda for further discussion with Susan Grigg.	
14. Finance	a. To review the RFO report and to agree any further actions (ongoing) The RFO report was received and noted by the Committee.	
15. To ratify the payment for an electricity supply, to erect a camera in Walnut Tree Avenue	The payment for an electricity supply to erect a camera in Walnut Tree Avenue was ratified.	
16. Monitoring and Ratification of any ROUND ROBIN decisions	None.	
17. To discuss and agreed any additions or changes to the Website and Publications	The Committee AGREED that the Meadow Volunteer Day should be put in the Community Alert and on the website once JB has agreed the actual date. A risk assessment will be necessary for the use of machinery. The Clerk will find a suitable risk assessment	JB and Clerk to Action
18. To discuss the Highway Improvement and make any decisions necessary	The committee AGREED for the Clerk to update item 4 to include the possible of reducing the size of the traffic island following the Highways meeting in January 2020 and then send off to Jennie Watson for consideration.	Clerk to Action
19. To receive update on the work laid out in the Tree Report for the Parish and arrange a report for 2020	The work laid out in the tree report for 2019 was completed. A report for 2020 will need to be organised. It was AGREED that the Clerk <ul style="list-style-type: none"> • Will contact the Council's insurers to see if a report is needed on a yearly basis and has to be completed by a qualified Arborists. • Will arrange quotes for the 2020 report. 	
20. To discuss the Kent Men of the Trees Competition and make any necessary decisions	The Kent Man of the Trees Competition report was discussed by the Committee and it was AGREED that the Clerk: <ul style="list-style-type: none"> • Will arrange quotes for the work in the report • Send the report to all relevant organisations 	

21. Other items (discussion only)	None.	
22. CLOSED SESSION – to discuss any quotes received or any other items of confidential nature	None.	
23. Date of Next Meeting	27 th April 2020	

Meeting closed at 9.00pm

Minutes agreed by the Chairman to the Committee,

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