



## **LOOSE PARISH COUNCIL ENVIRONMENT COMMITTEE MINUTES**

**Meeting held on Monday 11 January 2021  
at 7.30pm**

**In attendance:** Councillors: Chairman Charlie Hollister (CH), Peter Rigby (PR), Velma Bennett (VB), Susan Luckhurst (SL), Bridget Kenny (BK), Kim Owen (Clerk) (KO) and Nicky Bourne (Deputy Clerk) (NB) who took the minutes.

There were no members of the public in attendance.

### **AGENDA**

**1. To receive any apologies for absence**

There were no apologies for absence.

**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 21 Jan 13)*)

None.

**4. To receive any signed dispensation requests for any item on this agenda**

(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 17 July 17)

None.

**5. To sign as a correct record, the minutes of the meeting held on 9 November 2020**

The minutes of the meeting on 9 November 2020 (Pages 337-339) were **AGREED** as a true and accurate record. The minutes will be signed by the Chairman and passed to the Clerk accordingly.

**6. Questions/comments from the public or Community groups (3mins)**

None.

**7. Correspondence & phone calls received by the office**

None.

## 8. Village Green – The Triangle

- a. The reconfigurations of the Village Green including the new planters  
SGN (the Gas Board) met with NB at the site and have advised that the proposed positions for the bins will not be an issue with the pipework beneath the Green. The planters will be ordered as agreed in Item 13.
- b. Update on the new bins from MBC  
KO has contacted John Edwards (MBC) to advise that the bin installation can proceed and has also asked when the installation of the bin on KGVPF will take place.

## 9. Brooks Field – Pond – Roy's Wood

- a. Meadow in Brooks Field  
The following payments were ratified by the committee
  - Isles Landscapers – Rotavating the meadow £408 (including VAT)
  - Landlife Flowers – Seeds £204.50 (including VAT)
- b. Damaged fence by the Chequers  
The caretaker will be shown the issue and it will be dealt with before the next meeting.
- c. Remedial work on Roy's Wood  
JA reported that he had tidied up and staked trees so the area should be fine until Spring. It will then require a few hours work to drive some long poles into the ground. It was **AGREED** that the caretaker would be approached to help with the work in the spring.

## 10. Cemetery

- a. To receive information on the cleaning and/or repair of the war memorial and make any necessary decisions  
NB referred to the quotes that had been pre-circulated for review. JA highlighted that a comparison was difficult because one company had left the number of letters to repaint open, pending the outcome of the clean and that the quantity of letters (over 1000) would change the total cost significantly. It was **AGREED** NB would return to the company and ask for an estimate of the number of letters they felt needed essential repairs. Previous issues regarding gaining permission from the church were discussed and it was **AGREED** NB would consult with the church administrator in order to apply for a faculty from the diocese. NB also referred to a potential opportunity to apply for a grant with the War Memorial Trust. LPC had received a grant in 2012 but significant time has now lapsed for wear and tear to have occurred further so it was **AGREED** NB would look into making the necessary Pre-Application which would advise if LPC would be eligible for any financial support.

## 11. KGVPF

- a. To update on the BT manhole cover issue  
This was reported some time ago by KO so has been chased up and an answer requested ASAP. No response received to date. KO to chase again.
- b. To update on the trip hazard issue at the far right entrance  
The caretaker has made the area safe but it will need further work on the grass when the weather is suitable.
- c. To update on the costings of a replacement picnic bench  
NB referred to the pre-circulated quotes for the benches. The purchase of a brown bench was **AGREED** (approximately £480 including removal and installation).

## 12. To discuss the salt bin at McAlpine Crescent and make any necessary decisions

The damaged salt bin was discussed. It was **AGREED** to defer replacement until at least the next meeting so some of the salt would hopefully have been used, making replacement an easier task. Clerk to add to the next agenda.

## 13. To discuss the management plan and make the necessary decisions

### a. Notice Board

It was **AGREED** to purchase the wall-mounted smaller board this financial year (approximately £475 with installation and delivery) and the remaining larger post-mounted board by the primary school using next year's budget (approximately £1350). Clerks' office to action.

### b. Meadow

CH proposed that a similar amount to that already spent should be earmarked for the second phase of the meadow to extend it in the spring. The Committee **AGREED** to this and also that the decision to go ahead with the extension will be made at the next meeting when the level of success of the first phase will be more evident. Clerk to add to next agenda.

### c. Planters

The committee **AGREED** to the purchase of 3 planters for the village green (approximately £1450). Clerks' office to action.

JA raised the issue that there had been an increase in litter by the triangle by the Walnut Tree pub and the bus stop and suggested an additional bin would be helpful. It was **AGREED** that councilors would review the area and the item would be added to the next agenda.

## 14. Risk/General Maintenance

### a. To discuss the trees in the Parish and make any necessary decisions

The Clerk explained the progress she had made with producing an accurate list of trees in the Parish and the work left to do. Councilors **AGREED** to review the document and make any suggestions. The intention is for the document to then be reviewed by an appropriately qualified specialist to meet insurance requirements.

There is a need to clarify if the large, inaccessible trees in Roy's Wood, and any trees in the allotments need to be included. It was **AGREED** this would be raised at the next McAlpine Trust meeting.

## 15. Finance

### a. To review the RFO report and to agree any further actions (ongoing)(JC)

All present were happy with the report and no further actions were raised.

### b. To receive information on the use of the quiet lanes grant and make any necessary decisions (SL)

Potential uses for the quiet lanes grant were discussed. The Clerk is currently arranging for a traffic survey company to visit to quote for survey points on the A229 Linton Road and it was **AGREED** that they should be asked to quote for additional survey points on rural lanes that could be potentially be funded by the grant. SL, VB and CH offered to be available for the meeting with the traffic survey company, as long as permitted by Covid regulations. The survey would not take place until normal traffic flow (out of lockdown) has resumed. KO to action.

**16. Monitoring and Ratification of any ROUND ROBIN decision**

The Round Robin decision on the type of salt bin to be purchased will be held until it becomes necessary to replace the bin (see Item 12)

**17. To discuss and agree any additions or changes to the Website and Publications**

No additions or changes proposed.

**Other Items (discussion only)**

None.

**18. Date of Next Meeting – 8 March 2021**

**Meeting closed at 8.25pm**

**Minutes agreed by the Chairman to the Committee**

**Signed.....**

**Date.....-**