

COMMUNITY & ENVIRONMENT COMMITTEE

Minutes of the Community and Environment Committee held on Tuesday 7th November 2017 at 6:00pm,
at the Sambrook Centre, Stirchley.

Present – Councillors

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| A Watkin – Chair |
| J Loveridge – Vice Chair |
| R Breeze |
| L Hogger |
| S Parr |
| M Randle |

Also Present:

- Mrs G Bailey (Parish Clerk)
- Mrs S Middleton (Deputy Parish Clerk)
- Miss S Smith (Community Projects Officer)
- Mr C Corbett– (Committee & Finance Secretary - taking the minutes).
- Mr K Whitton – (Temporary Community Officer)

Public Open Session – there were no members of the public present at the meeting.

CE/17/39 APOLOGIES

Apologies were received from Cllr T Bate (work commitments) and Cllr Mrs J Loveridge (Borough Council duties) which were accepted unanimously.

Also, Cllr G Sinclair - not present.

CE/17/40 MINUTES

It was proposed by Cllr S Parr and seconded by Cllr M Randle and subsequently unanimously **RESOLVED - that the minutes of the Community & Environment Committee held on 3rd October 2017 be confirmed as a true record and signed by the Chair.**

CE/17/41 ACTION

The committee received no reports of any action taken since the last meeting.

CE/17/42 CLERK'S REPORT

The Parish Clerk presented a report that suggested action on a number of matters.

Rats on the Allotment Site. It had been reported that an increased number of rats had been seen on the allotment site and the Clerk contacted 'Pest Control' at T&W to assess the situation. Six poison bait traps had been set and Pest control would return in two weeks' time to reassess the site.

There was no risk of secondary poisoning and a notice had been placed on the noticeboard advising tenants of action taken.

At the time of the meeting, it was reported that the Pest Control had made their second visit and stated that the problem appeared to have been solved by the use of the rat traps etc.

Parish Council events

The report highlighted the planned events for the next two months and any help / support councillors are able to give would be gratefully appreciated.

The events included 16th November a Coffee morning in aid of Severn Hospice including the collection of Pensioner Party tickets - 7th December the Pensioners Party and 14th December the Christmas in Stirchley all at the Sambrook Centre

At Brookside Central, the parish team support the following events:- on 18th November – Big Bang, on 29th November – Pensioner Christmas Tea Dance and on 16th December – Christmas Market. Councillors were encouraged to attend events and help were necessary

Event for completion of building works

It was thought appropriate to host an event to promote the recent refurbishments to the building but there was concern about the number of events already planned for December and an event in January may be more appropriate.

Members were asked to consider what type of event might be the most suitable and the timing. It was considered appropriate to hold the event on a Thursday afternoon in January 2018 on a suitable date selected by the Parish Clerk and Deputy Clerk. It was proposed by Cllr S Parr and seconded by Cllr J Loveridge and unanimously **Resolved - that a budget of £500 be approved for the event.**

Winter work

The Parish Environmental Team Supervisor had identified the winter works at St James' Churchyard: Rain Garden (Grange Ave) Bus Shelters: General Maintenance; Perimeter Road; Brookside Roundabout and General Tasks. Cllr J Loveridge reported the poor condition of a bus shelter at Briarwood and the Clerk stated that T&W Officers had stated that it was structurally sound but a further inspection was suggested.

In addition to the general works described, work was required at the allotments site. The work described in the report was very heavy, time intensive work – and therefore the Clerk requested two additional weeks from the seasonal worker to enable us to complete as many of the tasks as we can.

It was proposed by Cllr S Parr and seconded by Cllr R Breeze and subsequently **RESOLVED – that, two additional weeks work be allocated for the Seasonal Worker to enable as many tasks to be completed as possible.**

Community Project Officer

Sam Smith's last day with the Parish Council would be Monday 13th November before leaving to take up a position as Brookside Big Local Co-ordinator. She would be leaving some very big shoes to fill. **The Committee thanked to Sam for her huge contribution to the parish council and the community.**

It will take a number of weeks to go through the recruitment process and this was a very busy time for community events. Therefore, **the Personnel Sub Committee had agreed to employ a Community Officer on a part time (15 hours a week) temporary basis to cover the role.**

CE/17/43 P.E.T. SCHEME PROJECTS

The Committee considered a report from the Parish Clerk that suggested a number of projects that would benefit the community.

Handrail - A number of users of the building had mentioned that they found walking up the path difficult and had asked for a handrail in place. The area was not owned

by the Parish Council but was part of the public realm and members were asked to consider allocating some PET scheme funds.

A price for the work had been received from Phil Pritchard (TWC) at an estimated cost of up to £3,500. It was proposed by Cllr S Parr and seconded by Cllr J Loveridge and **RESOLVED that a hand rail be sited at the path approaching the Sambrook Centre, for customer safety, at a cost of £3,500.**

Planting The planting to the front of the building required finishing off and as soon as the builders were off site it would be beneficial to plant the area up, at a suggested cost of £500. The area would also be protected by the installation of the handrail above. It was proposed by Cllr J Loveridge and seconded by Cllr R Breeze and subsequently **RESOLVED – that the planting, for £500, be approved.**

Ongoing Maintenance and litter picking The Clerk reported that she was in discussions with TWC public realm and the TWC BSF team over the upkeep of the beds and the general litter picking. The PET team had done some work, and the Clerk had asked that the markings be cleaned off.

CE/17/44 ALLOTMENTS SITE

The Committee received a report from the Clerk that drew to their attention a number of matters requiring action at the Allotments site.

Tree Works - The Clerk reminded Members that it was agreed in 2011 that:

- the maps showing the boundary of the allotment site were inclusive and had been changed over the years (since 1995),
- the fence did not mark the boundary
- The Parish Council accepted responsibility for the area adjacent to the fence and agreed to undertake maintenance of the trees and shrubbery.

Matt Seabrook had visited the allotments site and agreed a programme of tree work. The Clerk had obtained a number of quotes for the works and Members analysed the details of the information presented and considered that the contractor “Holts” be engaged to undertake the tree works required.

It was proposed by Cllr S Parr and seconded by Cllr R Breeze and unanimously **RESOLVED that “Holts” be engaged to undertake the tree works required at the Allotments site.**

Drainage Issues around the raised beds

There was an ongoing issue with drainage around the raised beds and under the paths. The proposal for addressing the issue was discussed at the Allotment Tenants Meeting (minutes of the meeting were attached to the report). One of the tenant’s son was an engineer and was asked to have a look at the issue at the site and make a recommendation. That report had been received and tabled at the meeting.

The report suggested an extensive change to the paved areas to gravel. Members considered the budget position and discussed various options for the site. Wheelchair access across the site was a concern if full gravel paths were installed. An alternative drainage solution was suggested by having a channel at the sides of the paths. And it was suggested that the slabs along the sides of the path (fig 2 of the report) be removed and replaced by gravel. Work to be undertaken by the Parish PET team.

It was proposed by Cllr M Randle and seconded by Cllr S Parr and unanimously **RESOLVED that the slabs to either side of the path (fig 2) be removed and replaced with gravel. The removed slabs to be used to replace other broken slabs on the path.**

Issues raised by allotment tenants – A number of additional issues had been raised by tenants including - Permission for small fires on plots, rats at the site, Drainage and the application process for allotments. The Clerk agreed to examine the application process and make suitable changes.

Members raised the issue of Fires at the site and were reminded by the Chair that such were banned. It was considered that excess garden waste could be composted. It was proposed by Cllr R Breeze and seconded by Cllr J Loveridge and unanimously **RESOLVED that a “Blanket Ban” be imposed on all fires at the Stirchley Allotments Site.**

CE/17/45 PLANNING APPLICATIONS

The Committee received details of and considered the following planning applications from Telford & Wrekin Council. **None to consider.**

Consideration to any further planning applications, received for consultation, after publication of the agenda. **None**

Receipt of information of decisions taken by Telford & Wrekin Council relating to planning applications in the Parish. **None.**

Consideration to the following **Provisional Enquiry - PE/2017/0938- 1 Stockton Close, Stirchley, Telford – No Objections raised**

CE/17/46 COUNCILLORS REPORTS

The Committee received the following Councillors’ reports on matters relevant to the Committee:-

- a. Cllr R Breeze – Grassed area at Northwood Terrace – wildlife & habitat improvements
- b. Cllr R Breeze – Rose & Crown Fireworks event car parking issues and H&S issues
- c. Cllr M Randle – Brookside Community fridge success – thanks to Sam Smith
- d. Cllr J Loveridge – Hippo bag gone at Brookside – success
- e. Cllr L Hogger – overhanging trees at 38 Lambeth Drive
- f. Cllr S Parr – motorbikes at 75 Burford – need to keep reporting to police
- g. Cllr S Parr – Underpass filled in at Brookside, good but surrounding fence had vehicle wide gaps
- h. Cllr A Watkin – unregistered scramble/pit motorbikes

Note:

Miss Sam Smith – Community Projects Officer

The Chair, Cllr A Watkin, presented Sam with a bouquet of flowers to mark Sam’s last meeting of the Committee and wished her every success in her new job and thanked her for many years’ service to the Parish Council and the local community.

Meeting finished at 7.42 pm

Chair

Date.....