



### **COMMUNITY & ENVIRONMENT COMMITTEE**

Minutes of a meeting of the **Community & Environment Committee**, held on **Tuesday 4<sup>TH</sup> October 2016** at the Sambrook Centre.

**Present:** Councillors: J Loveridge (Chair), T Bate, R Breeze, Mrs L Hogger, S Parr, M Randle and A Watkin

**Also Present:** Mrs G Bailey ( Parish Clerk/RFO), C Corbett (Committee & Finance Secretary – taking the minutes) and Ms Sam Smith (Community & Project Officer)

#### **Public Open Session**

There were no members of the public present.

#### **CE/16/29 APOLOGIES.**

Apologies were received from Mrs J Loveridge (Health Matter) and G Sinclair (prior engagement), and they were accepted unanimously.

Cllr A Watkin declared a non-pecuniary interest in matters relating to the Stirchley Allotments, as a plot owner.

#### **CE/16/30 MINUTES.**

It was proposed by M Randle , seconded by R Breeze, and :- **RESOLVED - that the minutes of the last meeting of the Community & Environment Committee, held on 9<sup>th</sup> August 2016, be confirmed.** The Chair signed the minutes.

#### **CE/16/31 DOG WASTE BAGS**

The matter was withdrawn from the agenda, as Telford & Wrekin Council had recently reintroduced the supply of Dog Waste Bags to the Parish Council for distribution on a single set of bags per week to each applicant.

#### **CE/16/32 HACKNEY CARRIAGE CONSULTATION**

The Chair hoped that all Members had read and digested the Consultation document produced by Telford & Wrekin Council, on the Hackney Carriage and Private Hire service

in the Borough.

[http://www.telford.gov.uk/info/20183/licences\\_and\\_registration/870/taxi\\_and\\_private\\_hire\\_licensing](http://www.telford.gov.uk/info/20183/licences_and_registration/870/taxi_and_private_hire_licensing)

Members made initial comments upon the need to clarify the enforcement procedures with particular relevance to cross border issues with Shropshire Council licenced vehicles and drivers. What were the powers of Shrewsbury Enforcement Officers in T&W and vice versa.

There may be a need to review the Shropshire Licensing Policies in the future.

### **CE/16/33 GRANTS**

Consideration was given to the following grant application received under section 137 of the Local Authority Act 1972

**Telford Chin Woo** - application for a grant of £200 towards a six week Chinese Martial Arts & Culture course at the Windmill School.

It became apparent during a debate that the applicants had last received a grant for similar proposals in March 2016. The SBPC Grant policy of October 2015 clearly stated, in Paragraph 3.4, that "No applicant will receive more than 1 grant in any 12 month period"

Consequentially the Committee decided not to consider the application as it did not comply with the Grant Application Policy of the Parish Council, as being an application received within 12 months of a previous grant award.

### **CE/16/34 TELFORD & WREKIN LOCAL PLAN**

Details were received of the submission of the Telford & Wrekin Local Plan. Member had had the opportunity to view the Plan online, following a link on the agenda.

The matter was received for information.

### **CE/16/35 STIRCHLEY ALLOTMENTS SITE**

The Clerk presented a report regarding the Stirchley Allotments site, that outlined a number of current issues including :- untidy plots, the new shed, toilet provision vacant plots/waiting lists, raised beds on some plots, winter maintenance work, car parking and the healthy Allotments Budget position.

The Clerk was to meet with Chris Hallam and Mark Seabrook of TWC re the car parking issue.

Members made some comments relating to the disappearance of an asbestos clad water tank recently but its location was now unknown

### **CE/16/36 COMMUNITY PROJECTS**

The Community Projects Officer presented a report that outlined the current position of

the Community Projects for the Parish.

The proposed Skate Jams had been rescheduled for 22<sup>nd</sup> and 29<sup>th</sup> October to be held during the half term period.

The current budget showed a level of £2697 from an opening balance of £4000

The report contained a request of £400 from the budget for the Stirchley Christmas Market, for refreshments, materials and gifts for children.

The Market would be held on Thursday 15<sup>th</sup> December from 3.00pm until 5.00pm. there would be a charge of £5 per table and All money raised would be donated to the Macmillan charity

The Community Project Officer referred to the report item that highlighted an issue with the TWC contribution to the Skate Park refurbishment works. The TWC contribution had been reduced and the Community Project Officer had been left to explain the effect of such on the refurbishment works. Members expressed severe concern regarding the matter and asked that TWC explain to the Parish Council the reduced funding proposals.

The Clerk said that it may be possible to apply to the local Coop for a grant towards the proposals.

Furthermore, the Clerk reminded Members of a meeting of the Parish Forum the next day 5<sup>th</sup> October at 6.30pm at Addenbrook House to discuss Local Development Orders. Cllr J Loveridge, M Randle T Bate and A Watkin expressed interest to attend.

It was proposed by M Randle, seconded by T Bate and **RESOLVED** unanimously that £400 be allocated from the Community Events Budget for the Stirchley Christmas Market.

#### **CE/16/37 COUNCILLORS REPORTS**

The committee received the following reports from Councillors on matter relevant to the Committee:

**a) A Watkin** – was concerned about the continued level of abandoned cars and increased level of wood at the Rose & Crown Public House. The wood was to be used on a Bonfire on 5<sup>th</sup> \November. The wood appeared to contain fence panels and broken sheds that may contain contaminated substances. TWC Environmental Health Officer s had visited the site last year.

The Committee considered the issues to be enforceable by Telford & Wrekin Council and not within the remit of the Parish Council

The Clerk would seek clarification of the Enforcement powers and issues facing the Borough Council.

Cllr S Parr undertook to contact the TWC Environmental Services Section and request a

copy of the recent report on matter relating to the Rose & Crown.

**b) R Breeze** – has had to report an issue regarding a pathway blockage at Norton Drive/Badger Close – Cllr L Hogger would investigate.

**c) M Randle** – reported that the Brookside Café was well run but needed more volunteers

**d) J Loveridge** - reported that Fly Tipping had reduced recently but some disturbing email had been evident with some people in the Flats – Sam Smith would take up with Katrina Gillman.

**e) L Hogger** - said the litter and Dog Mess were no longer an issue

**f) S Parr** – reported that the Mobile Police Station was to visit the Brookside Centre the following day. Cllr Parr also reported an issue regarding the Briarwood/Birchmore “cut-through” that was blocked by parked cars and he said that the matter had been reported to the Police

Mrs Bailey would discuss any of the above-mentioned concerns with the appropriate Members.

There being no further business the meeting closed at 7.51 p.m.

## Report on Stirchley Allotments October 2016

### General

In general the allotment site is looking good. There are a couple of plots which are a bit untidy but they are being worked. The new shed is now complete.

The allotments association are arranging a skip for October 14<sup>th</sup> for 4 days

The allotments association are looking at the potential for a composting toilet on the site; they will present information to the council once they have more detail. They are also applying for another Awards for All grant in December. It may be possible to include works to the slabbed area at the bottom of the site.

### Vacant plots / Waiting list

This year we have implemented a system of allowing existing tenants to move onto larger plots when they have become available and letting the smaller plots to new tenants. This has worked well and will mean that those new to 'allotmenting' have less of a daunting task ahead and those who have found that they have the commitment are able to expand their growing.

With the season nearly complete the following plot movements will be actioned:

Plot		
1	Redden	Awaiting confirmation that will be vacant 107sqm – split into two
7	Stibbs	Vacant moved to plot 13
23	Edwards	Tenant moving to plot 15. Half plot available 64sqm
23A	Farren	Awaiting confirmation of vacancy 64sqm
33	Cook	Awaiting confirmation of vacancy 81sqm

Number of plots = 43

Projected number of plots available = 6 (if plot 1 is split).

Number on waiting list = 7

### Plot 6 / 6a

The tenant from plot 6 has moved to a larger plot. The tenant on 6a has also asked to move to a larger plot. Rather than the tenant moving to the next vacant larger plot (1) we will reinstate plot 6 to one plot which will be approx. 103sqm.

### Plot 13

The new tenant has cleared the area immediately next to the container which has been used for occasional storage. I have agreed to re-measure the plot to include this area. There is some space (currently used by tenants for dumping unwanted items) that we can use instead. I will remind tenants not to use this area so we can use if required.

### Raised Beds Plots 16 and 17

I have looked at the raised beds and am happy that there are no serious problems with them as there is no cracking to the blockwork however, there is some repointing needed. I have asked for a quote for the work.

The two middle beds 16c and 17a have more repointing work needed than the others, this is also the area that is more prone to flooding.

The allotments association have paid for a couple of small drainage channels to be dug out in the centre of the concreted paved areas between plots 16 and 17. Unfortunately this does not seem to have had as much of an impact as hoped due to the very heavy clay soil underneath. Aaron has suggested we bore through to try and move the water. If this doesn't work then we can consider putting in more drainage (a field drain) or concreting a slope towards the tree line.

### **Winter Work**

I have proposed that (subject to council approval) the Council keep our seasonal worker for an additional two months to enable clearance of bushes and low hanging branches from around the site.

There is a particular problem with brambles invading plots through the fence.

Once this is complete I will liaise with the TWC Tree Officer regarding ongoing tree works.

### **Car Parking**

The parish council have agreed to have a look at how to improve access and parking at the site. I have arranged to meet with TWC to see how we can action this.

### **Budget**

The budget for maintenance on the allotment site is £1,500 expenditure to date £69 on replacement taps (work required by Severn Trent).

Balance: £1,431

**Gillian Bailey**

**September 2016**

## Community Project Officer Report for Council 04/10/2016

### Update on projects

1. Skate Jam – The skate jams originally organised for late August 2016 had to be rescheduled due to bad weather. We have rescheduled the two skate jams for 22<sup>nd</sup> October and 29<sup>th</sup> October, this coincides with half term.

### Community Events Budget - Code 4103

Event	Date	Description	In	Out	Totals
<i>Opening Balance</i>			£ 4,000.00		£ 4,000.00
Pot your own day	13/05/2016	Envelopes		£ 5.37	£ 3,994.63
	13/05/2016	Vinyl powder gloves		£ 3.99	£ 3,990.64
	17/05/2016	Cellophane Bags		£ 3.17	£ 3,987.47
	24/05/2016	PYOD		£ 140.00	£ 3,847.47
	24/05/2016	Supply food - PYOD		£ 72.50	£ 3,774.97
	02/06/2016	Banner		£ 68.00	£ 3,706.97
	23/06/2016	PYOD Event		£ 36.72	£ 3,670.25
<b>Totals</b>			<b>£ -</b>	<b>£ 329.75</b>	<b>£ 3,670.25</b>
Skills Fest	02/06/2016	Skills Fest Publicity		£ 262.00	£ 3,408.25
	20/06/2016	Catering		£ 250.00	£ 3,158.25
	23/06/2016	Skills Fest		£ 11.00	£ 3,147.25
<b>Totals</b>			<b>£ -</b>	<b>£ 523.00</b>	<b>£ 3,147.25</b>
Skate Jam1	22/10/16	Refreshments		£ 50.00	£ 3,097.25
		Prizes		£ 125.00	£ 2,972.25
		PA Set up		£ 50.00	£ 2,922.25
Skate Jam2	29/10/16	Refreshments		£ 50.00	£ 2,872.25
		Prizes		£ 125.00	£ 2,747.25
		PA Set up		£ 50.00	£ 2,697.25
<b>Totals</b>			<b>£ -</b>	<b>£ 450.00</b>	<b>£ 2,697.25</b>

### Budget requests

1. Stirchley Christmas market – Charge £5 per table all money raised goes to charity.

**Total budget requested: £400**

- a. Refreshments (Tea, Coffee, Mince Pies)
- b. Craft Materials
- c. Table cloths
- d. Santa's grotto- little gifts for children.

2. Skate Park refurbishment works – Looking into other sources of funding. (Tesco bags, awards for all)

**Total budget requested: £3000**

Derek Owen has a budget of £4936.84. He has been given two options:

#### **Option 1.**

Skate Park repairs £2680.00. Plus VAT.

Replace steps with flat bank £2600.00. Plus VAT.

#### **Option 2.**

Above plus stepped grind box 5m long. £2650.00 plus VAT.

TOTAL £7930.00 plus VAT.

Report by: Sam Smith

Community Project Officer

04/10/2016