



Chiseldon Parish Council

**MINUTES of the ENVIRONMENT COMMITTEE meeting
held on Thursday 13th July 2017 at 7.00pm
in the Old Chapel, Butts Road, Chiseldon**

Present: Cllrs Chris Rawlings (Vice Chair) Caroline Brady, Matt Harris, David Hill, David West (Chair), John Martin, Paul Sunners. Keith Bates. Clair Wilkinson as Clerk.

Public: None

Apologies: Cllrs Glenn Mills

Absence without apologies: Cllr P Walton

Absence without Apologies:

17/37. Declarations of interest.

Cllr Rawlings is an allotment holder

Public recess.

No public.

Ben and Steve attending from STORM Facilities Management.

17/38. Update from STORM Facilities Management on their proposal

The immediate requirements of the Council were separately listed on their proposal, these being Legionella water assessment at all premises, and a fixed wiring test that lasts 5 years.

The CVPA work has been left out of the quote for now as none of STORM's staff are currently RoSPA trained. They will be trained as soon as a course is available. The costs for CVPA work can be added in the future.

The services they will provide on a regular basis within their proposal are:

Planned and preventative maintenance

Water Maintenance

Emergency Lighting

Intruder Alarm

Fire and Smoke detection

Fire Appliances

PAT testing

Guttering clearance for Rec Hall and Chapel

Boilers and Central heating

The cost for this is £187.17 per month.

They keep all our certificates in a folder which is given to us once a year. The Clerk will get an electronic copy of all documents.

Their staff costs per hour are on their contract. If they outsource the work they will send us the contractors invoice with their 15% charge on top. This is capped at a higher limit.

They can also check the first aid boxes on each visit.

Ben and Steve left the meeting at 19.29

The council now need to create a breakdown of what is spent annually on each item.

The Committee would like the Clerk to be trained in First Aid which will go to Finance for approval.

The decision will now go to the Finance Committee for approval, and then to Full Council.

The Clerk will ask for legal advice from SBC on how to proceed if two other quotes cannot be obtained and also ask Stratton St Margaret Clerk if they managed to get two other quotes.

17/39. Approval of previous minutes from 15th June 2017.

No amendments

The minutes of the meeting held on 15th June 2017 were approved as an accurate representation, proposed by Cllr Bates, seconded by Cllr Brady; all those at the meeting were in favour.

17/40. Matters arising/Action points.

Matters Arising not on the agenda

Page 1 – need to ask Allbuild why Canney Green not cut on same schedule as other parish grass cutting work.

Page 3 – Once again large tractors are moving quickly through Chiseldon, is there anything that can be done. The landowner is Mr Margesson who contracts the workers. Cllr Walton is to be asked if he can talk to Mr Margesson to see if the contractors can be asked to take more care.

Action points – ongoing

Cllr Rawlings	17/03	With Cllr Brady – arrange a meeting to create a priority listing for the outstanding works with SBC now to include David West new chair. DONE – MEETING ARRANGED
	17/06	Report to Ward Cllrs that the white stop lines on the T junction at Burderop need repainting ongoing DONE.
Clerk	16/28	Clerk to draft a plan for planters around the village – for 2017. Ongoing long term plan. – ongoing. DONE, ON AGENDA
	16/100	Find out if historical docs can be stored on-line. Ongoing as professional scanning too costly. ONGOING, WILL BE AN INTERNAL JOB
	16/116	Cllr Rawlings and Cllr Walton to investigate the need for new water tank at allotment DONE
	17/03	Follow up with Thames Water in regards to drains overflowing in New Road Meadow Stores area – outstanding with Thames Water for 12 months now. ONGOING
	17/06	Report that bus bays need repainting on main road and by Esso garage ongoing DONE
	17/09	Talk to Allbuild about either hi vis jackets with CPC logo or magnetic signs on their vans. ONGOING

	17/10	Aim to organise a meeting with SBC Highways dept and Wards Cllrs in regards to our outstanding works list. UPDATE – need to prioritize this work for targeted attention of SBC. – ONGOING
	17/27	Ask STORM what their SLA is. DONE
	17/28	Advise the history society that the location of the board is approved and advise them of our conditions. DONE
	17/29	Ask Allbuild for a quote for the 2 water tanks for the allotment to go to Finance DONE
	17/29	Write to allotment plot holder 13A about standard of the plot. DONE
	17/31	Write to resident to advise the Committee will not be looking at placing railway signals at New Road. Advise on alternatives. DONE
	17/33	Write to Tatley Walk homeowner about overgrown hedges. DONE
	17/33	Write to resident about grave sites. DONE
	17/33	Ask Countrywide if they can use a strimmer which doesn't blow the cuttings around DONE, NO REPLY
	17/33	Write to suspected dog owner to ask they stop their dog getting into the cemetery. ONGOING
	17/34	Ask Allbuild about brambles on New Road hedge & using a blower on ALL grass cuttings near pavements. DONE. PROBATION TEAM ARE CUTTING NEW ROAD HEDGE
	16/85	Also report back on operative not cutting grass at 55 New Road as didn't wait for the lorry to move. DONE
Cllr Brady	17/36	Talk to Dawn at Oakleys Spar about them providing a bin for shop bought rubbish. – ONGOING, TO OFFER THEM ONE OF OUR BINS
	17/31	Look at Community Car share services and report back to the Committee. ONGOING
Cllr Walton	17/31	Talk to Mr Margesson about the speed of the tractors going through the village. Update July Committee meeting

17/41 Allotments

It was confirmed that Cllrs Rawlings status as an allotment holder means he cannot participate in discussions or decisions about the allotments.

The Clerk is to make sure that all declarations are listed and all interests are impartial

The proposal for the 2 new water tanks was discussion and a proposal made by Cllr Brady, seconded by Cllr Harris and all Cllrs in favour. Cllr Rawlings did not vote.

17/42. Dog bins.

Nothing to report

17/43. Highways

Cllr J Martin wrote to MP Robert Buckland about potholes in the area. He received a response back saying that they are responsive to potholes but not proactive. They want pictures of potholes passed to SBC. This will be passed to the Transport Development Committee.

17/44. Street furniture.

The Meadow Stores shop will be monitored to make sure that they don't dispose of their rubbish in the public bin, a visit will follow up if they carry on.

17/45. Village appearance and Cemeteries.

The Committee reviewed the proposal to have 6 planters around the Parish, made locally with spring bulbs, summer bedding and some evergreen plants. The locations are:

2 at New Road entrance to Chiseldon

1 at entrance to Badbury

1 at entrance to Hodson

1 at entrance to Chiseldon from Hodson direction

1 at entrance to Chiseldon from Draycot Foliat direction

A proposal to proceed with this plan was proposed by Cllr Brady, seconded by Cllr Martin and all those in favour.

Tatley Walk overgrown hedge – the committee will ask if the Probation Service can do the hedge cutting work, Cllr Rawlings will talk to the homeowner to see if they agree to the work being carried out.

Cllr Brady updated the committee on a homeowner at Home Close cutting down trees that were not within their property boundary. SBC have visited the homeowner and advised.

17/46. Road Sweeping

The committee discussed releasing some funds from the parishing budget to have Allbuild do hand cleaning of some streets. Roads suggested were Butts Road, Mays Lane, High Street, Strouds Hill etc. If 15 hours were funded at £16.50 then the cost would be £247.50.

Cllr Brady proposed that this amount be approved to go ahead, Cllr Rawlings seconded and all those at the meeting in favour.

To be taken to Finance for approval.

17/47 Underlay for Chapel floor

As part of the improvements to the Chapel a cost for carpet has already been approved. There is now a need for a waterproof membrane to be laid over the stone. A cost of £100 has been provided for this.

Cllr Rawlings proposed this amount be approved, Cllr Sunners seconded and all those at the meeting were in favour.

This will be taken to Finance for approval

17/48 Air vents in Museum

This item will be deferred for now to first see if the probation team can dig a trench to remove the excess soil that will be causing damp in the building.

17/49 Tree trimming at Butts Road cemetery

2 trees are in need of trimming at a cost of £180 per tree.

Cllr Sunners proposed that this work go ahead, Cllr Rawlings seconded and all those at the meeting in favour.

17/50 Book Exchange

The book exchange has been confirmed by full council already. The Clerk is to remind Claire Maycock of the Memorial grant fund and the Parish Council grant fund.
Swindon Central Library are selling off books cheaply which would help create the book selection.

17/51. Environmental Services

Nothing to report

17/52 Chapel

Nothing to report

17/53. AOB.

Turnball recent roadworks meant the road was closed for over a week. Thames Water didn't put metal plates over the road to allow vehicle past.

The meeting closed at 20.48

Next meeting: Thursday 17th August 2017 at **7.00pm** in the Old Chapel

SUMMARY OF ACTION POINTS

Clerk	<i>16/100</i>	Find out if historical docs can be stored on-line. Ongoing as professional scanning too costly. ongoing
	<i>17/03</i>	Follow up with Thames Water in regards to drains overflowing in New Road Meadow Stores area – outstanding with Thames Water for 12 months now. Ongoing
	<i>17/09</i>	Talk to Allbuild about either hi vis jackets with CPC logo or magnetic signs on their vans. Ongoing
	<i>17/10</i>	Aim to organise a meeting with SBC Highways dept and Wards Cllrs in regards to our outstanding works list. UPDATE – need to prioritize this work for targeted attention of SBC. – ongoing
	<i>17/33</i>	Write to suspected dog owner to ask they stop their dog getting into the cemetery. ONGOING
	<i>17/36</i>	Talk to Dawn at Oakleys Spar about them providing a bin for shop bought rubbish. – ongoing
	<i>17/38</i>	Talk to SBC and Stratton St Margaret about the requirement to get 3 quotes for Facilities Management work.
	<i>17/40</i>	Ask Allbuild about the frequency of grass cutting at Canney Green

	<i>17/43</i>	Pass on request for pothole photos to the Transport Development Committee
	<i>17/48</i>	Work with Cllr Rawlings on the trench work at Museum
Cllr Brady	<i>17/31</i>	Look at Community Car share services and report back to the Committee.
Cllr Walton	<i>17/31</i>	Talk to Mr Margesson about the speed of the tractors going through the village. Update August Committee meeting
Cllr Rawlings	<i>17/45</i>	Talk to homeowner about hedge cutting at 4 Tatley Walk and talk to Cllr Walton about cutting the hedge if they agree.