



Chiseldon Parish Council

**MINUTES of the ENVIRONMENT COMMITTEE meeting
held on Thursday 17th August 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), Paul Sunners. Keith Bates. Clair Wilkinson as Clerk.

Public: None

Apologies: Cllr P Walton, Cllr J Martin

Absence without apologies: Cllr G Mills

17/54. Declarations of interest.

Cllr Rawlings is an allotment holder

Public recess.

No public.

17/55. Approval of previous minutes from 13th July 2017.

No amendments

The minutes of the meeting held on 13th July 2017 were approved as an accurate representation, proposed by Cllr Harris, seconded by Cllr Brady; all those at the meeting were in favour.

17/56. Matters arising/Action points.

Matters Arising not on the agenda

Page 3 – Cllr Rawlings queried the approved size of the allotment water tanks. It was confirmed that the previous set of minutes had a vote in favour of 8 foot tanks with the relevant cost.

It was asked that the Clerk email the probation service to thank them for their good work on the New Road hedge cutting.

Action points – ongoing

Clerk

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| 16/100 | Find out if historical docs can be stored on-line. Ongoing as professional scanning too costly. ongoing |
| 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 |
| 17/09 | Talk to Allbuild about either hi vis jackets with CPC logo or magnetic signs on their vans. DONE |

	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
	17/33	Write to suspected dog owner to ask they stop their dog getting into the cemetery. DONE
	17/36	Talk to Dawn at Oakleys Spar about them providing a bin for shop bought rubbish. – ongoing
	17/38	Talk to SBC and Stratton St Margaret about the requirement to get 3 quotes for Facilities Management work DONE. NO USEFUL FEEDBACK RECEIVED.
	17/40	Ask Allbuild about the frequency of grass cutting at Canney Green. DONE
	17/43	Pass on request for pothole photos to the Transport Development Committee
	17/48	Work with Cllr Rawlings on the trench work at Museum. DONE. CLLR WALTON TO ASK PROBATION SERVICE TO DO WORK
Cllr Brady	17/31	Look at Community Car share services and report back to the Committee. MOVE TO TRANSPORT COMMITTEE
Cllr Walton	17/31	Talk to Mr Margesson about the speed of the tractors going through the village. Update August Committee meeting. ONGOING
Cllr Rawlings	17/45	Talk to homeowner about hedge cutting at 4 Tatley Walk and talk to Cllr Walton about cutting the hedge if they agree. DONE – TO BE CUT BY PROBATION TEAM

Cllr Brady has some photos of potholes which she will send to the Clerk.

17/57 Allotments

The new tanks are installed and Cllr Rawlings has asked Allbuild to look at prices for covers for them.

A initial proposal was put forward by Cllr Brady to install lids; Cllr Bates seconded this and all Cllrs were in favour.

17/58. Dog bins.

The PC have been given some dog mess bags. Clerk will ask on FB for good areas to place these and liaise with Allbuild

17/59. Highways

The double yellow lines will be painted once the Hodson Road roadworks have been completed.

The new layby on New Road may cause an issue as allocated parking will not be given.

A proposal was put forward that the Clerk write to the housing dept at SBS asking them to write to residents advising them of the nature of the parking. The Clerk to also request a design layout for the parking bays.

Cllr Hill reported that the bus stop at Draycott Foliat is on a bend and the sign is now in an overgrown hedge. The bus stop on the Marlborough side of the road needs cleaning as its covered in moss.

Nigel Hale at SBC is to sort a site meeting about the stop and the Clerk has requested that Cllr Hill also attend. Cllr Hill will report back to the Clerk on the outcome.

17/60. Street furniture.

The Stroud's Hill post box is wobbly. The Clerk will report to Royal Mail on 01793 483 230, the Royal Mail ROMAC team at Dorcan.

Cllr Hill reported that 3 road signs at Saxon Mill, The Canney and Badbury going toward Badbury Bottom have been damaged.

At Burderop Barns the "no through road" sign at the T junction has been twisted so it's no longer visible.

The 2 defibrillators are on order and will be delivered shortly.

The Badbury phone box will be painted by Allbuild when the weather improves.

The Clerk is to ask BT when the decommissioned BT boxes will be removed.

17/61. Village appearance and Cemeteries/Chapel/Museum.

The Clerk updated the committee with regards to the village planters – the plans and payment have gone into SBC for a cultivation licence.

The Clerk is to get a cost for 6 logo's for the planters and for logo signs for all the rubbish bins.

A Christmas Tree was discussed for this year. A possible location was suggested as the war memorial on New Road. The Clerk is to ask SBC how this is achieved.

17/62. Environmental Services

A proposal was made by Cllr Harris to accept the quote of : 2 x hi-vis jackets £16.05 each with logo and 2 x magnetic vehicle signs - £35.40 for 2 inc VAT from Enterprise works. Cllr Brady seconded this proposal and all Cllrs were in favour.

To be passed to Finance for final approval

17/63 – STORM tender

Currently waiting for the end of August deadline. This will be voted on at September full council. Currently no other tenders have come forward.

17/64 Tree condition report on Rec field.

The Clerk will chase SBC for their report as nothing arranged yet.

Chris Morgan has been asked to wait as he would charge £100 for his report. We can ask him to proceed if needs be.

17/65. AOB.

Cllr Sunners expressed concern over the responsibilities when the new committees are created. There is no time between now and September full council meeting to formulate how this will work.

Cllr Brady advised that Sept full council can be set aside so that it can be discussed fully then. Send through thoughts to the Clerk so the Clerk and Cllr Brady can collate a white paper for discussion at full council.

This won't override the existing vote already passed but can be used to discuss the practicalities.

One Cllrs cannot be given full responsibility for a task. Only the Clerk has sole decision making responsibility along with Chair and VC of a committee.

Need to encourage all Cllrs to take part, and use other Parish clubs and facilities to assist with investigation and decision making processes. The Clerk is to remind all Cllrs to think about what Committee they can best serve on.

The dates/days of the week for committees to meet on needs to be finalised also.

Cllr Hill advised that SBC have contractors for housing tenants to have dropped kerbs installed.

12 The Crescent is having this done currently.

Other streets will be looked at also.

The meeting closed at 20.44

Next meeting: TBC Sept 2017 at **7.00pm** in the Old Chapel

SUMMARY OF ACTION POINTS

Clerk

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|--------|--|
| 16/100 | Find out if historical docs can be stored on-line. Ongoing as professional scanning too costly. ongoing |
| 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 |
| 17/10 | 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 |
| 17/36 | Talk to Dawn at Oakleys Spar about them providing a bin for shop bought rubbish. – ongoing |
| 17/43 | Pass on request for pothole photos to the Transport Development Committee |
| 17/56 | Write to probation team thanking them for their good work on the New Road hedge |
| 17/56 | Move the Community Car Share action to the new Transport Committee |
| 17/56 | Remind Cllr Brady to send her pot hole photo's to the Clerk |
| 17/58 | Clerk to ask on FB for good locations to place extra dog mess bags |
| 17/59 | Write to housing dept at SBC asking them to make sure that residents of New Road at new layby site are area that the area is not allocated parking. Also ask for a design layout for the bays. |
| 17/60 | Contact Royal Mail about wobbly post box on Stroud's Hill |
| 17/60 | Report on damaged signs as mentioned by Cllr Hill |
| 17/60 | Clerk to ask BT when decommissioned boxes will be removed |

- 17/61 Get costs for logo's for planters and rubbish bins
- 17/61 Ask SBC for info on how to arrange a Xmas tree in the Parish
- 17/64 Chase SBC for tree survey at Rec ground
- 17/62 Pass the proposal for hi vis vests and van logos to Finance for approval
- 17/65 Remind all Cllrs to email their thoughts on what new Committee they will fit on.
- Cllr Walton** 17/31 Talk to Mr Margesson about the speed of the tractors going through the village. Update Sept Committee meeting