



Stainland and District Parish Council 14th Environment Committee Agenda

18th November 2020

To all members of the Stainland and District Parish Council:

You are hereby summoned to attend the 14th Environment Committee Meeting of the Stainland and District Parish Council, to be held remotely on Wednesday 18th November 2020 at 7:00pm for the purpose of transacting the following business.

Janette Pashley

Clerk/Responsible Finance Officer

	Item
2020E14.1	To note the apologies and accept the reasons for absence or lateness. <i>The Clerk should be informed of any reasons for lateness/ absence.</i>
2020E14.2	To accept the minutes of the Meeting held on 29th October 2020 (13th Environmental Meeting).
2020E14.3	To receive Parish Councillors' declarations of interest.
2020E14.4	Public Participation. An opportunity for members of the public to address the Parish Council on any issues concerning the Environment within the Parish.
2020E14.5	To consider having a drone survey carried out on the Cat Steps.
2020E14.6	To receive feedback from Cllr Fieldhouse who agreed to contact volunteer Urban Planner and consider Cllr Mullany suggestion (As he is offering time as a volunteer, I think we could be missing an opportunity by considering our current projects as too small to warrant this approach As we start to develop more strategic plans it could be a good way of developing our overall 'Vision' for the area - or at least the main urban corridor of Stainland through to Holywell Green - in an integrated way, not just as a series of small unrelated projects. A fresh pair of eyes applying urban design principles to the whole corridor would potentially generate more project ideas and perhaps develop existing ones).



2020E14.7	To receive an update on the current projects: -	
	Project	Approx. Cost (Budget)
	Project ID – 2020ENV1.2 (ENV/05/2020) Removal of the Old Safety Surface at Stainland Park and new picnic bench on base. Permission given by CMBC.	Quotations and costing to add to the Business Plan Project Sheet at a cost of £2100 Approval required at the General Meeting on 19.11.20
	Project ID – 2020ENV1.3 To review the quotations received from contractors to undertake gardening works at the following sites: - Rockery Garden, Memorial Park Entrance Fall Spring Gardens.	Quotations and costing to add to Business Plan Project Sheet. Work at Memorial Park Gardens at a cost of £1131. Approval required at the General Meeting 19.11.20.
	Project ID - 2020ENV1.4 (ENV/06/2020) Creation of two native hedgerows in Sowood Park – One to be planted by Cllr Fieldhouse, Weeks & Mul-lany and hedge two by a contractor at a cost of £454. Hedging plants purchased and supplied by the Parish Council.	Plants have been ordered at a discounted price of £183.04 + vat. Will be collected in two batches. Business Plan to be updated and subject to approval at the General Meeting on 19.11.20.
	Improvements to the fencing at Fall Spring Gardens. Cllr Fieldhouse agreed to draft a letter to the resident whose fencing requires improvements.	
	Project ID – 2020ENV1.6 (ENV/08/2020) Ball Wall at Jagger Green – A further consultation letter has been sent out to obtain residents ideas.	Supply approx. price £1200 (Partly funded from money received from the Community Association in February 2020 of £855.30) (Approved by General Meeting on 20/08/20).
Project ID – 2020ENV1.7 (ENV/09/2020) Recruitment of Environmental Warden. <ul style="list-style-type: none"> • Consideration should be given to carry out a DBS (as detailed in the initial job description). https://crb-direct.org.uk/landscape-architect-or-gardener-dbs-check/ • Written procedures to be drafted. <i>Documented Weekly Work Schedules and who is going to manage those work schedules with the Warden.</i> • Document procedures for the Warden detailing - <i>Timesheet completion/ Parish Councillor Timesheet</i> 	Budget approved of £2500 for the Full Financial Year, dependant on Recruitment Date. Documents to be presented at the General Meeting on 19.11.20.	



2020E14.8	<p><i>authorisation/checks carried out between the Weekly Work Schedule to Timesheet completion.</i></p> <ul style="list-style-type: none"> • Has the training requirements and cost of such training courses been documented and planned in line with the Wardens start date which also need to be agreed by Full Council and documented on the appropriate Business Plan. • Risk Assessments need to be documented been prepared which includes a Health & safety Assessment? • Where is the Equipment purchased by the Parish Council going to be securely stored? • Who is going to routinely check the Parish Council equipment is maintained in good order and safe to use? How is this going to be documented.? 									
	<p>Project ID – 2020ENV1.6 (ENV/12/2020) Installation of new picnic bench in Sowood Park.</p>	<p>Quotations and costing to add to the Business Plan Project Sheet at a cost of £1000 Approval required at the General Meeting on 19.11.20.</p>								
	<p>Project ID – 2020ENV1.11 (ENV/01/2020) Shaw Park Foot Bridge Reinstatement Initial inspection carried out by consultant engineer.</p>	<p>Approved initial spent of £400 for a Structural Survey agreed at the General Meeting 17/09/20.</p>								
	<p>To receive an update on future potential projects.</p>									
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	Project ID – 2020ENV1.14 (ENV/14/2020) Allotment Purchase at Drury Lane	Quotations and costing to add to the Business Plan detailing Income & Expenditure. Approval required at the General Meeting on 19.11.20.
2020E14.9	To consider the proposal of a joint project with CMBC to refurbish the toddler play area in Stainland Park.	
2020E14.10	To agree agenda items for the next meeting	
2020E14.11	Date of Next Meeting 7th January 2021	