

CODICOTE PARISH COUNCIL

Minutes of the ENVIRONMENT COMMITTEE held on Thursday 16th October 2014, in the Parish Council Offices, 107a High Street, Codicote which commenced at 7:30pm

PRESENT: Chairman, Councillor J Grant with Councillors D Connold,
H Gregory, S Sanders, C Tinner and J Warwick

IN ATTENDANCE: Lorraine Ellis (Clerk)

1. **APOLOGIES FOR ABSENCE:**

Councillor B Knapper (illness).

2. **MINUTES OF THE MEETING HELD ON 18th SEPTEMBER 2014:**

The minutes of the above meeting were taken as read and duly noted.

3. **MATTERS ARISING FROM THE MINUTES:**

E015 Litter Picker position: The Clerk declared an interest in this item and took no part in the discussion.

The Chair presented the Village Street Cleaner job description. The Committee considered the job description and agreed that one additional task of reporting any issues seen/repairs required should be included 'to report to the Clerk any signs on Council property that have been damaged'. It was noted that due to the expanded area to be covered it would be necessary to increase the current hours worked. The job description was then agreed.

The Chair and the Clerk to prepare a letter of offer and a contract for the current incumbent including a three month review period. The Clerk to provide Committee members with a copy of the risk assessment for the position.

It was reported that J Robarts & Son Limited had responded to the Council's correspondence relating to the condition of Bakers Lane. The proprietor has arranged for the area to be swept twice a week to remove the cigarette butts.

E017 The Pound and Farriers Close: It was agreed that The Pound needed severe pruning, a volunteer has offered to provide a chain-saw. The Committee and volunteers to undertake the work on Saturday 22nd and 29th November 2014. Councillors Gregory, Moody, Sanders and Warwick agreed to be involved on these dates.

The Clerk reported that only six responses had been received from residents in Farriers Close and St Albans Road whose views had been requested on what should happen to the planted area adjacent to Farriers Close. It was agreed that the Clerk should advise Hertfordshire Highways (HHs) and County Councillor Richard Thake that residents have indicated that they want the area to be paved, if they do not undertake the work the Council may have to consider carrying out the work themselves.

E022 Local wildlife sites in Hertfordshire: Councillor Tinner reported that she had contacted the Herts & Middlesex Wildlife Trust and that they had indicated that any potential wildlife sites would need to be surveyed by their LWS surveyors using their

own methodology, a full report would be produced before a decision was made by the panel of LWS partnership members. They would require OS grid references and a map showing the location and boundaries and would also need the contact details of the owners of each site to gain permission to survey the land. Codicote has a number of areas that may qualify and it was agreed that Councillors Tinner and Warwick should commence the preliminary work which would be carried out in April – August 2015.

E023 Highways action plan: The Committee considered the schedule produced by Councillors Grant and Sanders detailing the existing key issues, a number of additional areas were added to the list. It was agreed that the following urgent issues be reported immediately:-

- Pot hole nr Sisservernes, Rabley Heath Road
- Pot hole in St Albans Road nr village sign
- Pot hole/trench in Newtown nr the David Thomas garage
- Dropped kerb by Farriers Close is too high and should be realigned
- Collapsed drain nr Kim Wilde's property in Rabley Heath Road
- Hedging needs cutting back at the 30mph signs

It was also noted that the bus shelter roof needs repairing, the Clerk to obtain a quotation for the work. It was agreed that the Clerk should follow-up on the Council's request for a hard standing at the Heath Lane bus stop requesting that a hard standing should also be installed on the other side of the road and the path leading to it extended.

The Committee thanked Councillors Grant and Sanders for their work so far on the project.

E024 As You Like It Restaurant: The Chair reported that Mary Caldwell, NHDCs Development & Conservation Manager had attended the Planning Committee's meeting in September and reported that Mrs Wong had replied to their correspondence. It was noted that the premises may currently be for sale.

4. TO DISCUSS THE HCC WINTER SELF HELP SCHEME 2014/15:

E027 It was noted that HHs do not replenish six of the salt bins as these were purchased by the Council and have not been adopted by them. Councillor Warwick agreed that he would arrange for these bins to be filled.

The Clerk to request that HHs deliver 34 x 25kg bags of salt which will be stored at the Bury Lane garages until required.

5. TO CONSIDER THE APPOINTMENT OF A TREE WARDEN:

E028 Councillor Gregory reported that due to the volume of work required in this role that there needs to be more than one individual involved. Councillors Gregory and Warwick agreed to work together as Tree Wardens, residents may also wish to be involved and a number of individuals should be approached. It was also agreed that an asset register should be produced.

6. TO AGREE THE 2015/16 DRAFT ENVIRONMENT BUDGET:

E029 Councillor Grant advised the Committee that several of the budget headings and allocations had been changed to enable easier cross referencing with the monthly and annual accounts. Consideration was given to the actuals of previous years and spend to-date.

The Committee considered the budget and agreed that following the increase in the volume of work to be undertaken that the Village Street Cleaner's hours should be increased by 2 hours per week.

Consideration was also given to holding an Open Day to raise resident's awareness of the work the Committee were undertaking and to invite them to be volunteers and become involved in various projects underway and those planned for the future. Councillor Gregory agreed to include this in her regular parish magazine article.

The agreed Environment Committee budget will be considered by the Policy & Resources Committee in November. On behalf of the Environment Committee, Councillor Gregory thanked Councillors Grant, Sanders and the Clerk for their work on the 2015/16 budget.

The Chair thanked everyone for attending and closed the meeting at 9:25pm. The date of the next meeting is Thursday 20th November 2014 at 7:30pm.

Signed..... Chair of Environment

Date..... 2014