



## **MINUTES OF THE MEETING OF THE ENVIRONMENT COMMITTEE**

Held on **Tuesday 26 January 2016** at **7.45pm** in the Parish Office

Present: Councillors Dr Haffegge (Chair), Dr Barnard, Fitzwilliams, Ms Healy, Ms Thorin and Towle

### **E043. Apologies for absence**

Councillor Faerber.

### **E044. Declarations of interest**

It was noted that Councillor Dr Barnard had previously declared interests as a Bracknell Forest Council Councillor and a Bracknell Town Council Councillor, and Councillors Dr Haffegge and Towle both have registered dispensations as members of Warfield Environment Group.

### **E045. Minutes of the meeting held on 24 November 2015**

Subject to the seconder of the previous meeting minutes being changed from Councillor Ms Thorin to Councillor Fitzwilliams, these were approved by the Environment Committee, having been proposed by Councillor Dr Haffegge and seconded by Councillor Fitzwilliams.

### **E046. Matters arising**

There were none.

### **E047. Finance**

The Committee's financial report to date for 2015/16 was noted.

It was further noted that the Frost Folly Country Car Park is now in need of some repair works; however, given the likely upgrade works linked to planning application 15/01161/FUL (Land Weller's Lane, Wellers Lane, Warfield – change of use of agricultural land to Suitable Alternative Natural Greenspace (SANG) with associated landscape works and parking), it was felt that the cost of repairs might be money wasted. The Deputy Clerk will contact Harrow Estates to determine how the repair or upgrade works might be achieved with no cost to the Parish Council.

#### E048. Correspondence for information

There was none.

#### E049. Allotments

- a. New Quelm allotment site (in Warfield new development area 2, adjacent to Quelm Park):

The Deputy Clerk will request a meeting with Hilary Coplestone, Bracknell Forest Council's Major Sites Implementation Manager, as a matter of urgency to discuss the following site issues (Councillors Dr Barnard, Fitzwilliams, Dr Haffegge and Ms Thorin to attend):

- Attenuation pond – Berkeley Homes has accepted that the pond has not been constructed in accordance with plans, and is currently working on proposals to re-engineer the pond (these are due by 29 January).
- Land ownership – Bracknell Forest Council is concentrating efforts on resolving the attenuation pond issue, and there has been no further progress on land transfer from Bracknell Forest Council to Warfield Parish Council.
- Spoil heap – this has appeared on the allotment site, source currently unknown.
- Bracknell Forest Council proposals for providing an attractive gateway to the new development by planting trees along the new link road were met with concern by Councillors who felt that the size of the allotment site may be further eroded by tree-planting and that the trees might produce shading issues on allotment plots.
- Funding – Bracknell Forest Council has indicated that Warfield Parish Council Community Infrastructure Levy (CIL) funds should be used to develop the allotment site whereas Warfield Parish Council has requested that Manor Farm and The Old Farmhouse s106 contributions be used in addition to the Berkeley Homes contribution.

Planning application – the Deputy Clerk was asked to submit a planning application for the site; advice will be taken from Paul Neary, our National Allotment Society (NAS) mentor.

Land clearance – this should be completed outside of the bird nesting season (1 March – 31 August). It was agreed the Deputy Clerk will ask Willmott Dixon (the new primary school contractor) if it would be agreeable to undertaking this work, noting that a licence to work on the site will be required since it is still owned by Bracknell Forest Council.

Draft Statement of Requirements for the site – this was considered and it was agreed that access to the site will be gated (noting that any associated gate security system may require electrics), and that pedestrian access to the site from Harvest Ride may be provided; the Deputy Clerk will add these to the document. The Statement of Requirements will be used to create a plan for the site; the Deputy Clerk will ask Paul Neary to recommend a contractor who can

create the plan for us. The location of all utilities running through the site will need to be identified.

Draft Management Plan – the Deputy Clerk will add words to the effect that the allotment site will be operated in a sustainable way (both environmentally and financially), and also that Warfield Parish Council will consider sub-contracting the management of the allotment site to Bracknell Town Council.

SLCC Allotments Course – the Deputy Clerk will circulate dates of these to Councillors Dr Barnard and Ms Thorin. Councillor Fitzwilliams confirmed that he wishes to attend the course running on 7 April 2016.

APSE Managing Allotments Course – the Deputy Clerk will attend on 14 March 2016.

Resident meeting – it was agreed that discussion of this will be held over to the next meeting.

- b. Future allotment sites in Warfield new development areas 1 and 3 – there was nothing to report.

#### **E050. Events**

- a. Clean for The Queen Community Litter Picks (Saturday 5 and Sunday 6 March) – advertising is in hand for these events, and Tesco and Syngenta have been contacted to request support. Purple Clean for The Queen litter sacks have been ordered. The Deputy Clerk will add contact details for Councillor Dr Haffegge, who is leading the Saturday litter pick, and the Deputy Clerk who is leading the Sunday litter pick, to the poster.
- b. Vegetable Take & Grow (Saturday 23 April) – advertising for volunteers to donate seedlings for this event and to assist on the day is in hand. Councillor Dr Haffegge will purchase modules to donate to volunteer growers, and will invite the Bracknell Horticultural Association to attend on the day. The Parish Council will have an allotment stand, with information on the new Quelm allotments site and a waiting list sign-up sheet. Warfield Environment Group will also have a stand.
- c. Family Cycle Ride (Sunday 26 June) – Councillors Dr Barnard, Fitzwilliams, Dr Haffegge and Ms Thorin all volunteered to act as marshals on the day.
- d. Warfield Produce Show (Saturday 16 July) – there was nothing to report.
- e. Warfield Pumpkin Show (Sunday 25 September – tbc) – there was nothing to report.
- f. Bracknell Forest Walks, Runs and Cycles (Monday 3 – Sunday 9 October) – Lynda Lunn of the Bracknell Forest Society is proposing to change this to 'Bracknell

Forest Week of Walks (WOW)'. The Deputy Clerk will circulate Lynda's full proposals, including a Neighbourhood Day on Sunday 9 October (Warfield events being located at the Memorial Ground and Westmorland Park), for discussion at the next meeting of the Environment Committee.

#### **E051. Current and future projects**

- a. Assets of Community Value (ACV) for Frost Folly and Larks Hill – it was agreed that ACVs for these sites are not required.
- b. Trees (preservation and management) – it was noted that the Planning Committee will approach developers to request their assistance in protecting the hedgerows at each side of Avery Lane.
- c. Green space projects – the Deputy Clerk will add Long Copse to the list of green spaces which may be the subject of future projects. Councillors will consider whether there are any other green spaces missing from the list.
- d. Climate Change Action Plan – the Administrative Assistant's Recycling Report was noted, and the following recycling proposals approved:
  - Mobile phones/inkjet cartridges – set up new Recycle4Charity recycling scheme at the Parish Office, and continue to raise funds for the Woodland Trust.
  - Air and home care products – set up new Terracycle recycling scheme at the Parish Office, also raising funds for the Woodland Trust.
  - Low energy light bulbs – cease offering a recycling facility at the Parish Office as these can easily be recycled at Tesco.
- e. Walking – Councillor Fitzwilliams will re-draft all the Parish Council's existing walks, and also create new routes. The Deputy Clerk will consider new formats.
- f. Running – Councillor Ms Thorin will create running routes in the Parish.
- g. Cycling – Councillors Ms Thorin and Dr Haffegge will create cycle routes in the Parish.
- h. Other member suggestions – there were none.

#### **E052. Warfield's Annual Gardening Competition**

The Parish's Annual Gardening Competition will be launched at the Vegetable Take & Grow in April, with three categories; tallest sunflower (adult and child), and best front garden. Former Parish Councillor Mike Gates and his wife will be happy to judge the gardens in the second half of July, and the Parish Council will accept entries up until the beginning of July. The Parish Council Administrator will manage the Competition.

**E053. Members' reports**

There were none.

**E054. Environment Committee Meetings 2016-17**

The proposed dates for these meetings were considered and, subject to the addition of 24 May 2016 and 29 November 2016 meetings and the removal of 20 December 2016 meeting, these will be passed to the Clerk for inclusion in the Parish Council schedule of meeting for 2016-17.

**E055. Date of next meeting**

The date of the next meeting was confirmed as Tuesday 23 February 2016 at 7.45pm.

**E056. Closure of the meeting**

There being no further business the meeting closed at 9.25pm.