



MINUTES OF THE MEETING OF THE ENVIRONMENT COMMITTEE

Held on **Tuesday 24 May 2016** at **7.45pm** in the Parish Office

The start of the meeting was delayed to 8.20pm due to the late-running of a previous meeting.

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

E096. Apologies for absence

There were none.

E097. Declarations of interest

There were none.

E098. Minutes of the meeting held on 26 April 2016

These were approved by the Environment Committee, having been proposed by Cllr Ms Healy and seconded by Cllr Towle.

E099. Matters arising

- a. Litter in Warfield – there was no progress to report on provision of litter picking equipment to resident volunteers.
- b. Vegetable Take & Grow – winners of the children's 'feel the ...' competition will be presented with their certificates and prizes before the Council's Annual Meeting on 25 May. Cllr Ms Healy will deliver the adult prize to the winner who is unable to attend the Annual Meeting.
- c. A location has been identified for the 1st Warfield Rainbows to plant their wild flower seeds; in an existing wild flower meadow at Edmunds Green.

E100. Finance

The Committee's financial report to date for 2016/17 was noted.

E101. Correspondence for information

There was none.

E102. Allotments

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

Cllrs considered the response received from Andrew Hunter, Chief Officer: Planning and Transport at Bracknell Forest Council, to Warfield Parish Council's letter of 6 May 2016 which expressed the Parish Council's concerns regarding this allotment site. It was agreed that the Deputy Clerk will draft another letter to Bracknell Forest Council (copy to Berkeley Homes) expressing Warfield Parish Council's continued concerns about this site, these being:

- Drainage solution and northern boundary (Watersplash Lane) – indicate that Warfield Parish Council is disappointed that it has still not received plans for the revised drainage solution, and that it would like assurances that the final works to Watersplash Lane will not be completed in a similar manner and without consideration to the location and width of a dropped kerb to facilitate access into the allotments car park, and
- Eastern Boundary (new link road) – re-iterate Warfield Parish Council's request for a landscaping scheme which will be beneficial to, and complement, the new allotment site, and request confirmation of who will be developing the proposed scheme.

Land transfer – the National Allotment Society has advised that Warfield Parish Council should take legal advice to ensure that the acquisition of the land for a nominal sum will not be construed as the land being gifted and so invalidate its statutory status.

Site survey and plans for drainage solution – the Deputy Clerk has requested site survey information from Berkeley Homes in order to assist with the identification of utilities and services beneath and near to the site.

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

E103. Events

- a. Family Cycle Ride (Sunday 26 June) – Cllr Ms Healy advised that Warfield Parish Council is likely to spend approximately £250 on this year's event; £137 to purchase 100 high-visibility jackets (which will be available for use at other events), £34 to purchase 2 banners, and the remainder on medals etc. It was noted that marshals are still required on the day; the Office will continue to advertise for volunteers.
- b. Warfield Produce Show (Saturday 16 July) – there was nothing to report.
- c. Warfield Pumpkin Show (Sunday 25 September) – there was nothing to report.

d. Bracknell Forest Week of Walks (Monday 3 – Sunday 9 October):

Warfield Walk (Thursday 6 October @ 4.30pm (1hr15mins)) – Cllr Fitzwilliams will obtain a risk assessment for walks from the Bracknell Forest Council Rangers, and the Deputy Clerk will determine whether or not there is a need to advise Bracknell Forest Council's Safety Advisory Group of the event. The Deputy Clerk will also confirm that adequate insurance is in place for the walk, both with the Parish Council's and the Bracknell Forest Society's insurance companies.

Warfield Run (proposed Saturday 8 October @ 10am) – Cllr Ms Thorin met Annemarie Edwards, Clerk to Winkfield Parish Council, and has confirmed that the event must be registered with Bracknell Forest Council's Safety Advisory Group (a minimum of 8 weeks' notice must be given). She also confirmed that a registration process will be required (one volunteer required to ensure runners sign in and receive a sticker to show they have done so, having previously completed a registration form). A number of marshals will also be required, wearing high-visibility jackets. The Deputy Clerk will confirm that adequate insurance is in place for the run, both with the Parish Council's and the Bracknell Forest Society's insurance companies.

Cllr Ms Thorin will contact Ally Wickham, Clerk to Binfield Parish Council, for advice/lessons learnt from the Binfield Run on 22 May.

It was agreed that this run will be a 5k fun run, with runners who wish to run 10k running two laps of the route. The exact route is still to be confirmed.

E104. Current and future projects

- a. Frost Folly Country Car Park – it was resolved that Smallwood Countryside Contractors be contracted to fix the sleepers and to prune the shrubs (shreddings to be returned to the raised beds where possible) at the car park. The Deputy Clerk will arrange this for a date when Cllr Fitzwilliams is able to attend.

Cllr Fitzwilliams and the Deputy Clerk will produce a specification for regular future maintenance, and the Deputy Clerk will then obtain quotations from organisations such as Bracknell Town Council, Jealotts Hill Community Landshare trainees, and volunteers groups identified by Bracknell Town Council.

It was agreed that a regular risk assessment for the car park be updated and re-instated; Cllr Fitzwilliams will consider this.

The Deputy Clerk advised that there is evidence of vehicles racing around the car park; the proposed repairs should prevent this in the future. Also, two armchairs have been dumped at the entrance to the car park; the Deputy Clerk has reported this matter to Bracknell Forest Council as the land on which the chairs have been dumped is not owned by Warfield Parish Council.

It was agreed that the auxiliary caretaker must pick up only items of litter (such as bottles, cans, paper etc) at the car park, and any other items (fly tipping, needles, drugs etc) must be reported to staff at the Office who will arrange for their removal. It was noted that the Deputy Clerk has reported potential drug dealing at the car park to the Police.

- b. Green space projects (succession planting of trees) – it was confirmed that the oak tree between the playground and the pond at Westmorland Park has been added to the list of locations to be considered.
- c. Climate Change Action Plan – on hold.
- d. Walking – there was no progress to report on the development of new leaflets.
- e. Running – there was no progress to report.
- f. Cycling – there was no progress to report.
- g. Other member suggestions – Cllr Fitzwilliams reported that he intends to write a history of Cabbage Hill which the Parish Council will publish as a heritage leaflet.

E105. Warfield's Annual Gardening Competition

A certificate and prize were presented to the winners of the Tallest Sunflower competition (child category) 2015 before the Council meeting of Wednesday 27 April.

The Parish Office continues to promote the 2016 competition. Nomination forms and an A5 flyer inviting residents with an attractive front garden to enter are now available for Cllrs to use. All schools and public houses have also been invited to enter. To date 1 front garden and 4 sunflower entries have been received.

E106. Members' reports

There were none.

E107. Date of next meeting

The date of the next meeting was provisionally noted as Tuesday 28 June 2016 at 7.45pm (to be confirmed at Council's Annual Meeting). Apologies for this meeting were noted in advance from Cllrs Fitzwilliams, Ms Healy and Towle, and the Deputy Clerk will confirm whether or not this meeting is able to go ahead.

E108. Closure of the meeting

There being no further business the meeting closed at 9.40pm.