

**MINUTES OF A MEETING OF THE ENVIRONMENTAL MANAGEMENT COMMITTEE  
HELD ON TUESDAY 27<sup>TH</sup> NOVEMBER 2018**

**PRESENT:** Cllr. Fairweather (in the Chair), Cllrs. Fermor (in part), Fletcher, Hall (in part), Smith (in part) Swann and Veitch.

**APOLOGIES:** Cllrs. Beck, Clifford and Holmes.

**Declaration of Interests, Dispensations, Predetermination or Lobbying:**

Members are required to declare any interests, dispensations, predetermination or lobbying on items on this agenda. Members are reminded that changes to the Register of Interests should be notified to the Clerk.

**25/18: Budget & Five Year Plan**

The Five Year Plan was discussed at length, it was agreed to add the review of the Cranbrook Sports Club (previously known as Cranbrook Rugby Club) rent to the Five Year Plan under the Tomlin Ground heading. It was proposed by Cllr. Swann, seconded by Cllr. Veitch and agreed to increase the rent from £100 per quarter to £150 from 1<sup>st</sup> April 2019 as there had been no increase in the annual rent since 2001. Cllr. Swann reported that a stretch of the club's fencing along Angley Road had collapsed, the Clerk agreed to contact the club and ask them to make good the relevant section as per the terms of the current lease.

Cllr. Fletcher declared an interest in the following item regarding the allotment rent as he is a tenant himself. He took no part in the discussion or subsequent vote.

Members fully discussed the current allotment rent, the Clerk confirmed that all tenants can receive a 50% reduction in charges once in receipt of their state pension. It was proposed by Cllr. Fairweather, seconded by Cllr. Veitch and agreed that the fees be increased to £25 per annum for 5 rods from 1<sup>st</sup> October 2019, to be reviewed again 2022.

It was agreed that the condition and growth of the trees in the Pound at Wilsley should be reviewed in the spring and any concerns or suggestions of work should be brought to the next meeting.

The Clerk was asked to contact our streetlight contractor to review the existing columns to see if any are likely to require attention in the next 2 – 3 years.

The recycling area in the Regal Car Park was also discussed, Members were advised that the clothing, shoes, books and music banks were all owned by commercial companies and not by the various Charities highlighted on them. This being the case it was proposed by Cllr. Smith, seconded by Cllr. Fairweather and agreed that the Clerk would contact the owners and request their removal.

It was agreed that the Angley Cottage rent should be reviewed at a Trustees meeting, the Clerk would schedule a meeting immediately prior to the Council's Policy and Resources meeting in December.

The budget figures were reviewed in depth, Cllr. Swann was thanked by the Committee for all the work undertaken in preparing them for the meeting. It was proposed by Cllr. Smith, seconded by Cllr. Fairweather and agreed to accept the budget figures as presented and the Five Year Plan with the minor amendments suggested, copies of both are filed with these Minutes.

### **26/18: Play Equipment:**

The Clerk reported that she had been advised by the Parish Warden, that he is working through the list of recommendations from the ROSPA reports.

### **27/18: Issues from Inspection of Grounds:**

#### a) Allotments: - Request to reinstate paths

Cllr. Holmes had prepared a report for the Committee which the Clerk read in his absence.

A request for the path to be reinstated between plots 9 and 11 had been received. Cllr Holmes had also noted the absence of a path between plots 6 and 8. It was agreed that the Clerk would ask the Parish Warden to reinstate the paths between both sets of the plots by sectioning off and reseeding as necessary. The Clerk would write to the tenants concerned to advise them of our intentions. Cllr. Holmes had also listed some plots which in his opinion were in need of some attention, the Clerk would advise all the tenants of the plots mentioned.

#### b) Ball Field:

No issues were raised.

#### c) Crane Valley:

Cllr. Swann advised of a concern that the banks of the stream are eroding. Kent High Weald Project are aware of the issue and are going to suggest suitable options for the Parish Council to consider.

It was agreed the Clerk would contact the grounds contractors to tidy up the trees on the Orange Land and ensure they are sweeping the skate park regularly as per their contract. A more in depth quote for the drainage in the area was due and would hopefully be available for consideration at the next meeting.

#### d) Jubilee Field:

Cllr. Fermor reported she had received a complaint that the trees at the rear of the field needed cutting back. Cllr. Fairweather agreed to inspect them in the near future.

### **28/18: Car Parks:**

#### a) Quote for Gully Cleaning:

A quote had been received from Hydro Descaling to clear out the gullies in all three of the town's car parks. The quote did not include weekend or evening working, some discussion followed on whether it was necessary to obtain a further quote to carry out the work on a Sunday. It was proposed by Cllr. Fairweather, seconded by Cllr. Smith and agreed to accept the present quote of £1,190 and to ask the Parish Warden to cordon off the spaces to allow for the gullies to be emptied.

#### b) Regal:

Cllr. Veitch reported that two quotes had been received to carry out all the work recommended in the condition report undertaken in February. She had discussed with Davis Templar (TWBC Estates Department) how much of the work should be undertaken as soon as possible and how much can be held over for scheduling at a later date. TWBC would be responsible for some of the essential works on the area they lease from the Co-Op. There was a discussion as to whether all work should be postponed until after the Co-Op had agreed the access rights for construction of the Community Centre, however for reasons of health and safety Members felt that some of the work which included the repainting of the zebra crossings should be scheduled as soon as possible. With this in mind, Cllr. Fairweather proposed the quote of £16,455 from Perfect Homes should be accepted, this was seconded by Cllr. Fermor and agreed. Cllr. Fairweather commended Cllrs. Veitch and Fletcher for all the work they had put in to obtain the detailed quotes.

As the expenditure exceeds the limit that Committees can authorise, Cllr. Fairweather will highlight the acceptance of the quote when seeking adoption of the Minutes so Members are aware they are ratifying the expenditure.

Cllr. Veitch referred to the Reptile Receptor Site Management and Enhancement Strategy from October 2016, she would be discussing with Cllr. Swann the most appropriate way of monitoring the plan.

Cllr. Veitch had been informed during a meeting with Linda Page that the Britain in Bloom judging panel had highlighted the need to draw up a strategic plan for improving the car parks. The Chairman offered to schedule a meeting to include representation from the Parish Council, Cranbrook in Bloom and the Kent High Weald Project to discuss a future plan.

c) Jockey Lane:

Cllr. Veitch advised that the tarmac on the approach to the entrance of the car park was beginning to break up, she would report the issue on the KCC portal.

d) Grant application for installation of electric points:

Cllr Fletcher reported that the application had been submitted to cover 71% of the overall installation costs. It was hoped a response would be received shortly.

e) Tanyard:

Cllr. Fletcher advised that the height of the sycamore trees and hedging around the edges of the car park needed reducing by about 50%. The Clerk agreed to obtain quotes and confirmed an application to carry out any work would need to be submitted to TWBC, as the car park is in a conservation area.

### **29/18: Cranbrook Waiting Restrictions:**

Cllr. Fairweather advised that he and Cllr. Fletcher would be collating the responses from all the consultation undertaken. They would provide a brief precis of those responses to Members at the December meeting to allow for full debate on the recommendation to be put forward by the Parish Council to TWBC.

### **30/18: Highways Issues:**

No issues were raised.

### **31/18: Any Other Environmental Management Issues:**

Cllr. Fermor raised the issue of the numerous commercial signs that are appearing around the parish, the Clerk advised this can be reported on the KCC portal as flyposting.

### **32/18: Litter Picks and Litter Bins:**

The TWBC litter bin outside Lloyds Chemist had been removed following damage by a vehicle. After some discussion it was proposed by Cllr. Fairweather, seconded by Cllr. Fletcher and agreed that TWBC are contacted to request a replacement.

Cllr. Swann reported that he and the Clerk had conducted a bin audit today as we would shortly be in a position to negotiate a contract for the emptying of the bins with the refuse collection company that TWBC had recently appointed. A full discussion followed on the location of the bins and the frequency of emptying required. It was agreed that the bin situated at the Kings Head Well was rarely used so could be removed and kept as a spare in the container at Golford. All other bins should remain in place with the frequency of emptying retained.

**33/18: Street Lighting:**

The Clerk reported there were now four lights out in the Crane Valley. A quote from Streetlights to replace two with vandal resistant lanterns at a cost of £1,330 + VAT and glass covers for the other two at a cost of £70 + VAT had been received. It was proposed by Cllr. Fairweather, seconded by Cllr. Swann and agreed to accept the quote as presented.

**34/18: Public Rights of Way:**

No issues were raised.

**35/18: Items for Information:**

Cllr. Fletcher referred to the excessive light from Cranbrook School floodlights, the Clerk agreed to look at the planning permission granted to see if there were any time restrictions imposed as part of the approval.

Cllr. Fletcher felt Members should consider ways of encouraging more use of the Ball Field.

Cllr. Veitch felt that when meeting dates are confirmed in May that whoever accepts the role of Chairman of Environmental Management, should consider if the current frequency of quarterly meetings is sufficient.