

**MINUTES OF A SITE MEETING OF THE ENVIRONMENTAL MANAGEMENT
COMMITTEE HELD ON TUESDAY 30th JUNE 2020**

PRESENT: Cllr. Fairweather (in the Chair), Cllrs. Fermor, Fletcher, Kings, Pethurst and Smith.

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.

01/20: Election of Vice Chairman:

Cllr. Fairweather nominated Cllr. Fletcher to be Vice Chairman. This was seconded by Cllr. Kings and agreed.

02/20: Allocation of Sites for Responsibility:

Members volunteered to take responsibility for the following sites:

Allotments:	Cllr. Pethurst
Crane Valley:	Cllr. Fletcher
Jubilee Field:	Cllr. Fermor
Regal Car Park:	Cllr. Kings
Tanyard Car Park	Cllr. Smith
Ball Field & Jockey Lane Car Park	–Cllr. Pethurst.

03/20: Issues from Inspection of Grounds:

a) Ball Field:

A request had been received from a parishioner asking us to consider displaying the byelaws on a noticeboard. Members discussed the request, however felt that to be of any use, noticeboards would need to be erected at all points of entry to the field, which they were not in favour of. The Clerk confirmed the byelaws are available to view on our website.

Cllr. Fletcher reported there had been an increase in the amount of dog fouling in the long grass close to the new spinney area. Cllr. Fairweather advised that Frittenden Parish Council had erected a stand with a roll of dog waste bags. He would make enquires with their Clerk as to where they bought it and at what cost. It was agreed that it could be delegated to Cllr. Fairweather to approve any reasonable cost to erect a similar stand at a suitable location on the Ball Field.

Cllr. Fletcher also reported that he had been contacted by The Crane doctor's surgery with a request to erect a marquee on the Ball Field to facilitate their winter flu clinic, as they had insufficient space in the surgery itself to allow for social distancing. All members agreed that permission should be granted.

The Clerk advised that she had received two requests to use the Ball Field, one from a private rugby coach and one from a cheerleading group. Members agreed that in order to promote health and wellbeing and to support local business, both should be given permission to use the field, subject to a copy of their Public Liability Insurance and adequate risk assessments being received.

b) Allotments:

A request had been received from Wellbeing in the Weald to erect a small hand painted sign with their logo on, to promote their plot. It was agreed to delegate approval of the sign to Cllr. Pethurst as soon as more details had been received.

c) Crane Valley:

Quotes to fell a dead willow tree had been received. It was proposed by Cllr. Fairweather, seconded by Cllr. Smith to accept the quote of £375 from Benjamin Hatcher. It was also agreed to delegate approval of the additional cost of stump removal to the Chairman.

04/20: Play Equipment:

The Clerk advised that playgrounds could legally be opened again on 4th July following completion of a risk assessment to evaluate they are able to do so, in a way that is safe and minimises COVID-19 transmission risk. She suggested it may be prudent to wait until the ROSPA inspections are completed in July, however Members wanted to see the playgrounds open as soon as possible. Tunbridge Wells Borough Council were displaying signage advising of new rules applicable in the current circumstances. It was agreed the Clerk would use their sign as a template to create our own, which should be laminated and displayed at all three playgrounds. Prior to opening she would also check with the insurers we were taking sufficient measures to be covered by our insurance.

Cllr. Fletcher reported a loose bar on the skate ramp, it was agreed the Clerk would ask the Parish Warden if he would be able to remedy this as soon as possible.

05/20: Issues from Car Parks:

a) Jockey Lane:

Cllr. Smith reported that several of the electric charge points were not working again. The Clerk agreed to report this to BP Chargemaster. It was also suggested that we enquire about a regular maintenance contract for the charge points.

b) The Regal:

A member of the public had flagged up several minor issues with the Car Park which had been circulated to the Committee. As the Councillor responsible for the Regal, Cllr. Kings agreed to undertake an inspection of the Car Park and report any issues to the Clerk.

c) The Tanyard:

Cllr. Fletcher reported that we are now the new owners of the Tanyard Dental Surgery. Plans to demolish the current building would be put on hold, until the size of the footprint can be incorporated into any plans that are considered for a new building on Wilkes Field. Arrangements will be made to cap off the gas and electric services to avoid any standing charges.

06/20: Any Other Environmental Management Issues:

a) Tree Maintenance Schedule:

The Clerk advised that as owners of many trees in our recreation grounds car parks and our cemeteries, we have a duty of care under common law to ensure that persons or property are not exposed to unreasonable risk from the trees. She had obtained a quote from Living Forest to undertake a Tree Safety Report on all the sites under our control at a cost of £840 + VAT. This includes a one-off cost of purchasing maps of the various sites.

Cllr. Fermor had written a report suggesting various species for planting in the spinney on the Ball Field. This had been circulated to all Committee Members.

Cllr. Fletcher had already confirmed to Kent County Cllr. Sean Holden that we would like to take advantage of his offer of a £1,000 Member's Grant to plant trees in the Parish. It had been agreed that we would purchase suitable trees in consultation with Cranbrook in Bloom, who would be actively involved in planting and nurturing them.

b) Upgrade of PROW WC99

Cllr. Fletcher suggested that if we were to take advantage of a license to use the Cranbrook Sports Club Car Park during the week, it would be advisable to upgrade WC99 which runs from Quaker Lane to join with WC97, which runs from Angley Road, past the primary School and into the Town, as neither are currently wide enough for a double buggy. It was proposed by Cllr. Fletcher, seconded by Cllr. Fairweather and agreed that future S106 applications should include requests for monies towards the upgrade of both footpaths.

c) Wilsley Pound:

Cllr. Fermor raised concern at the trees overhanging the Pound at Wilsley which in her opinion required cutting back. The Clerk advised the trees were not our responsibility, however the Parish Warden had already spoken to the land owner and it had been agreed that we would cut back the bough that was hanging over the Pound.

07/20: Items for Information:

Cllr. Fairweather suggested that due to the inclement weather, all other sites would be inspected by the Councillor responsible for each site, who would report any concerns to the Clerk.