

## Harrietsham Parish Council

### Environmental Committee

#### Minutes of meeting held on Friday 21st January 2022 at 7:30pm

*The meeting was held using Zoom. As a consequence, councillors could discuss items, and make recommendations to Council, but are unable to make decisions.*

- 1. Present:** Cllrs Dean (chairman), Dayes, Foster, Luck, and Stanley, Sharon Amos and M Cuerden (RFO/Amenity Manager)
- 2. Apologies:** None **Members of the public:** None
- 3. Minutes of the last meeting** (19th November 2021) were approved at the following Council meeting. Another set will signed for our records.
- 4. Disclosures:** None.
- 5. Amenity Contracts (Update):** The Amenity Manager noted that all seemed to be ok with the contracts – also noting that we are now in a relatively quiet time of year, and that the contracts expire in two months, at the end of March. We now have 5 new memorial trees available in the New Burial Ground. Currently, it looks as though HIB want two, Glenda Dean wants one and it is quite probable that Gio Clements will want one in memory of Alan. Taking the council’s cost, adding on a margin to pay for our time in arranging them, and rounding up to an easy number, the Amenity Manager suggested a donation of £250 per tree. (Any plaque to be arranged by the person taking the tree on.) It was agreed to **Recommend to Council** that the requested donation be £250.
- 6. Renewal of Open Spaces contracts:** The Amenity Manager reported that we had received 5 tenders in response to the six specifications sent out. Of the five, one had only bid for the medical centre & Church Road contract, coming in second – but the tender had emphasised the work on the medical centre and not mentioned the verges, so we had to presume that this had been included. Another contractor was new to us, but had offered the lowest price on 3 of the 8 contracts, and come a close second (to within £9) on a 4th. However, neither the Clerk nor the Amenity Manager were happy giving such a volume of work to a new contractor, so the suggestion was to spread the work by accepting one or two of the slightly higher prices. Moreover, the “new” contractor had offered two references for their work – neither having replied after almost two weeks. The Amenity Manger undertook to try to telephone at least one to get a response before the Council meeting next week. Councillors would then make a final, informed, decision.
- 7. Teers Meadow:** The Amenity Manger reported that we held a meeting on the meadow with Mike Phillips, Cllrs Luck and Stanley, Sharon Amos and himself. This discussed plans for the forthcoming year. As a consequence, we now have (a) two wildlife cameras, (currently in the parish office), which we can set up in the meadow, and (b) a quote from Anna Outdoors for activities on the meadow. At £3,500 initial thoughts were that it sounded expensive, but looking at the plans, they consist of a number of activities, each with a modest unit rate. It was agreed to **Recommend to Council** that the quote be accepted. Councillors also noted that the cows, when they were last on the field, didn’t appear to have a reliably available source of water. It was agreed that we should emphasis to the cows’ owner that they had to have continuous access to water if they are on our field.
- 8. Glebe Field bench:** The Amenity Manager had received a quote from the incumbent contractor to move the bench across the field for £575. It was agreed to **Recommend to Council** that this be accepted.
- 9. Erection of Shed at parish office:** The Amenity Manager had received a single quote for laying a base of slabs and then erecting the shed for £735. It was agreed to **Recommend to Council** that this be accepted.

**10. New Burial Ground Gate:** The Amenity Manager had received two quotes to replace a rotting gate into the Ground. One was for £1,080 and the other £720. So far as can be seen, they are comparable, so it was agreed to **Recommend to Council** that the lower price be accepted.

**11. Community orchard:** The Amenity Manager had received a quote from Brogdale for pruning the new fruit trees. Whilst we were unsure that trees of this age needed pruning, it was felt that it would be worth getting an expert eye cast over them anyway. It was agreed to **Recommend to Council** that this be accepted, at a cost of £350.

**12. Date of next meeting:** Thursday 10th March 2022 at 2:30pm

Meeting ended at 8:10pm.