

**Longdon Parish Council  
Environment Committee**

**Minutes of the Meeting of the Environment Committee held at  
7.00pm on Tuesday 29 May 2018 at Longdon WI Hall, Longdon.**

**Parish Councillors;** A Cliffe, H Hulme, H. Meere, P. Couchman, K Taylor, and A Fullwood  
**Committee members;** -  
**Apologies;** Cllr. G Duckett  
**Clerk;** Ellen Bird  
**Public;** -

<b>Min No.</b>	<b>Item</b>	<b>Action</b>
<b>001</b>	<b>Apologies for Absence</b> Apologies were received and accepted from Cllr. G Duckett.	
<b>002</b> 002.1	<b>Declarations of Interest</b> There were no declarations to receive	
<b>003</b> 003.1	<b>Confirmation of Committee Membership and Co-options</b> <u>Chair of Environment Committee 2018/19</u>  It was proposed that Cllr. A. Cliffe take the Chair for the forthcoming Municipal Year. Cllr. A. Cliffe said he was happy to take the Chair provided the Committee were prepared to adopt his approach to how he wished the Committee to work (see attached document).  Proposed: Councillor H. Meere Seconded: Councillor K. Taylor <b>Resolved that Councillor A. Cliffe Chair the Environment Committee.</b>	
003.2	<u>Committee Membership</u>  It was noted that Councillors A. Fullwood and H. Mere wished to join the Environment Committee but had been absent at the Annual Meeting when Committee Membership had been decided.  Councillors were happy for them to be on the Environment Committee.  <b>Resolved to ask the Full Parish Council to ratify the full membership of the Environment Committee at their next meeting.</b>	
003.3	<u>Co-option</u>  Councillors noted that Mr Will Rose had expressed an interest in being Co-opted onto the Committee.  <b>Resolved to Co-opt Mr Rose onto the Environment Committee.</b>	
<b>004</b> 004.1	<b>Chairman to Close Meeting for Public Session</b> No Public in attendance.	
<b>005</b> 005.1	<b>Minutes from the Highways and Open Spaces Meeting held on 3 April 2018</b>  The minutes were read and approved.  <b>Resolved to approve the minutes of the Highways and Open Spaces meeting held on 3 April as a correct record of the meeting.</b>	

Signed.....

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<p><b>007</b> 007.1</p>	<p><b>Risk Assessment Review</b> Councillors reviewed the risk register and discussed all items scheduled for review.</p> <p>Councillors discussed who would take responsibility for visually checking the benches, bus shelters and other assets that were scheduled for review and would report any notable defects to the Clerk.</p> <p>A copy of the updated risk register would be placed on the Website.</p> <p><b>Resolved to ask the Clerk to update the risk register and put an updated version on the website.</b></p>	<p>EB</p>
<p><b>008</b> 008.1</p>	<p><b>Transfer of Land</b> Councillor Meere reported she had submitted the documents and was awaiting a response.</p> <p><b>Noted</b></p>	
<p><b>009</b> 009.1  009.2  009.3  009.4</p>	<p><b>Update on current projects</b></p> <p><u>Footpath – Glebe Field</u></p> <p>The Clerk reported that she had sent a purchase order to Mr Healey. Work was scheduled to start by the end of the week.</p> <p><b>Noted</b></p> <p><u>Gateway Features / information Board</u></p> <p>It was noted that the order for AMEY to install the signs was now in and that SCC had been paid £2500 for the installation of the Gateways.</p> <p>Councillor Tittley had agreed to help the Council fund installation costs with a grant.</p> <p><b>Resolved to establish what funding was available for help with installation costs.</b></p> <p><u>Planters around directional signposts</u></p> <p>Councillors were pleased with the Planters in Upper Longdon. They felt further planters under the Gateways would need consideration once the Gateways were in place.</p> <p><b>Noted</b></p> <p><u>Information Boards/Map</u></p> <p>It was noted that Walk 9 was now thought to be complete and therefore would be included on the Boards/Maps</p> <p>The next steps were to complete the draft designs and share them with stakeholders.</p> <p><b>Resolved to ask the Clerk to forward details of Walk 9 to Councillor H. Hulme when this was received from Mr Rose.</b></p>	<p>EB</p> <p>EB</p>

	<p>The Chair suggested stakeholders were contacted about future projects they wished to see undertaken in the Parish. Councillors suggested that an article could go in Longdon Life to ask local residents what future projects they wish to see the Council undertake on their behalf. Parishioners could be asked to email the Clerk.</p> <p><b>Resolved to ask Councillor H. Hulme to draft an article for Longdon Life regarding Future Projects (to be circulated to the Committee for comment prior to submission to Longdon Life)</b></p>	Cllr Hulme
<p><b>010</b></p> <p>010.1</p> <p>010.2</p>	<p><b>Update on Footpaths and Bridleways</b></p> <p><u>Walk 9</u></p> <p>The Clerk reported that Mr Rose had informed her Walk 9 was now ready to proceed to printing so she had requested a quote from the printers for these.</p> <p>The Committee said they wished to see a draft copy of the leaflet before it was sent to print and Councillor H. Hulme explained she would require copies of the maps and information to go on the information boards.</p> <p><b>Resolved to ask the Clerk to</b></p> <ul style="list-style-type: none"> <li><b>a) Thank Mr Rose for his work on walk 9, and;</b></li> <li><b>b) Ask for a draft copy of the leaflet to be circulated to the Committee prior to this being sent to print, and;</b></li> <li><b>c) Liaise between Mr Rose and Councillor H. Hulme to ensure all the relevant information was available for the noticeboards.</b></li> </ul> <p><u>Footpath 73</u></p> <p>Councillors queried whether there was any further update regarding footpath 73 with regard to upgrading part of the footpath to a Bridleway.</p> <p><b>Resolved to ask the Clerk to request an update</b></p>	<p>EB</p> <p>EB</p>
<p><b>011</b></p> <p>011.1</p> <p>011.2</p>	<p><b>Correspondence</b></p> <p><u>Tree St James's Close</u></p> <p>Councillor A. Fullwood informed the Committee she had received an email regarding a damaged tree. She had arranged to visit the Parishioner following this meeting.</p> <p><b>Noted</b></p> <p><u>Shavers Lane Flooding</u></p> <p>Councillor Taylor reported receipt of a letter from a local resident regarding flooding created by the infill of a drainage ditch following a recent planning development and incomplete works in replacing cobblestones and around a drain at the top of Shavers Lane, in front of sunny corner.</p> <p><b>Resolved to ask the Clerk to</b></p> <ul style="list-style-type: none"> <li><b>a) contact the enforcement officer at LDC regarding the ditch infill, and;</b></li> <li><b>b) contact South Staffordshire Water regarding the incomplete highway works at the bottom of Shavers Lane.</b></li> </ul>	<p>EB</p>

<b>012</b> 012.1	<b>Items for future Agendas</b> There were none.	
<b>013</b> 013.1	<b>Date of Next Meeting</b> The next meeting was scheduled for 17 July 2018 at 7pm	EB

**There being no further business the Chair declared the meeting closed at 8.15pm.**

Councillors are reminded of the National Association of Local Council’s 3 Objectives for Parish Councils:

1. Representing their Community.
2. Delivering services to meet local needs.
3. Striving to improve the quality of life of people in their community.

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