

**Minutes of the meeting of the Clare Town Council
Environment Committee
held in Clare Old School Community Centre at 7.00pm
on Wednesday 4th October 2017**

Present: Cllrs. P Bishop, P Gryce, G Mallows,
Lay member Mrs O Smith, Mr K Mison - Cemetery Management Officer,
Claire Ebeling – Clerk

1 To receive apologies for absence L Perceval-Maxwell

In the absence of the chair it was agreed that Cllr. Gryce would act as chairperson.

2 To receive declarations of members' interests and consider requests for dispensation

None.

Section of the meeting open to the public:

3 Public Participation

None.

End of public section of the meeting

4 To approve the minutes of the last meeting held on 5th July 2017.

Approved unanimously.

5 To receive an update on the actions from the previous meeting

Mr Mison

Cllr. Gryce reported that the large Weeping Ash tree in the cemetery has been felled following permission from the planning authority due to it being unsafe. A member of the public has suggested that it be carved into a bench rather than the stump and roots being removed. It was agreed that this would be a more attractive and less expensive option than work to dig out and remove the stump.

Mr Mison

Cllr. Gryce and Mr Mison agreed that an acceptable replacement for the tree would be a Copper Beech. Mr Mison will investigate prices of a fairly mature tree which would have better chances of survival.

6 To review progress on the schedule of maintenance for Town Council assets

See attachment to the minutes.

The Clerk reported that part of the tree report had been received but the part on the Nethergate Street trees was awaited. Cllr. Gryce reported that the report on the rest of the council owned trees would be deferred as it was agreed that it would be more sensible to stagger the reports to assess the trees at varying times of the year and in different seasons.

Cllr. Gryce reported that there is some broken mortar on the war memorial. Repairs will be arranged.

It was reported that the bench close to Westfield requires attention. Cllr. Gryce will investigate.

Cllr. Gryce

7 To receive a report on footpaths and grass cutting

Cllr. Gryce reported that he had met Suzanne Culshaw, new chair of the CPFA, and talked her through grass-cutting and tree maintenance for the Playing Field. She will be seeking permission to fell the sycamore tree nearest to the pavilion which is part of the landslip problem affecting the retaining wall. The CPFA will pay for the removal.

No tree work will be required in 2018-19, except possibly for sucker growth on trees nearest the road entrance. The present grass-cutting contract continues into 2018-19. The CPFA pays for its element, including line-painting, on a continuing basis. They have the contact details of the contractor, David Gotts.

Cllr. Gryce reported that footpaths have been or will be cut for the third time, for which SCC will pay the remaining contractor's fee. A footpath in Chilton Street has become overgrown. As it is not on SCC's schedule but is on one of 6 circular walks, the Town Council's contractor has been asked to clear it.

Footpath 12 (to the west of Hermitage Farm, connecting with footpath 16 to Poslingford) has been cut according to the schedule. Because this was not cut in the previous year - errors

by the then SCC contractor, members of the public have created a path to the east of it, through fields belonging to Hermitage Farm. The landowner has been asked twice to replace his wire fence so that walkers use the correct footpath; he has not done so. Cllr. Gryce suggested a formal letter is sent to him, making that request again.

Cllr. Gryce reported that the Clare Walks group has been successful in its application for Clare to become a Walkers Are Welcome town.

8 To approve the Environment Committee precept application

The draft precept table for the Environment Committee was discussed and a minimal change noted to take account of personnel costs. The precept application figure was agreed.

9 To receive a report from the Cemetery Management Officer/Administrator

Mr Mison reported that there will be several burials this month.

The Clerk reported that she has dealt with several transfers of Exclusive Right of Burial plot deed into the next of kin's name (in line with law and regulations). Where the deed was originally purchased some years ago, the offer is made to extend the period of the deed up to the maximum 50 years at a pro rata fee.

10 To receive a correspondence report from the Clerk

The Clerk reported that no correspondence for the Environment Committee had been received.

11 To receive agenda items for next meeting

To receive a report from the Cemetery Management Officer

To receive a correspondence report from the Clerk

To review progress on the schedule of maintenance for Town Council assets

To consider the tree report

12 To confirm the date of the next meeting as Wednesday 1st November 2017 at 7pm.

Meeting closed at 7.45 pm