

Kempsey Parish Council

Mrs. S Baxter
Clerk and Financial Officer

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To all Members of The Environment Committee

13th July 2011

Dear Sir/Madam,

ENVIRONMENT COMMITTEE

You are summonsed to attend a meeting of the Environment Committee Meeting on **Wednesday 20th July 2011 at 7.30pm** at Kempsey Community Centre to transact the business listed below.

Members of the public may attend this meeting but may not take part in discussions.

Yours faithfully,

SBaxter

Clerk to Kempsey Parish Council

AGENDA

1. **Identify all recurring tasks that fall upon the environment committee**, so we know our responsibilities and can create an annual calendar (e.g. risk assessments, strimming of the Rocky etc).
2. **Review this year's budget**, to identify specific tasks that we have in the budget to check they are on track.
3. **The Rocky Improvement Project.**
 - Discussion of timescales for project.
 - Proposal to transfer this project to a working party and considerations of who would be part of this.
 - Discussion of frequency of project meetings.

4. Hatfield Brook Fish Passage Proposals – Following Presentation at the July Council Meeting.

- Discuss the proposal document provided by the environment committee and determine a recommendation that can be put before the full council.

5. Strimming at The Rocky.

- On our visit to The Rocky it was agreed that the outside of The Rocky should be strimmed. Nomination of a person to see this task through and set a date when strimming will be completed.

6. Litter bins.

- The list of existing litter bin locations and the associated map should be updated for Parish records. Nominate a volunteer to update these documents.
- Finalise locations selected for new bins.
- Obtain quotes for installation of new bins. Nominate someone to complete this task.
- Contact MHDC to see if new locations are acceptable. Agree who will complete this and set a date for completion.
- Repair needed to bin adjacent to shop - plate becoming detached. Discuss how to rectify this and how to repair the other bin by the shop which has been damaged.
- Discussion of Placing an advert in the Parish magazine / website for people to nominate places where litter bins are required.

7. Dog Fouling - Comments raised by Neville Brooks at June Council Meeting

- Use of "poop scoop" stickers from MHDC.
- New bin Rookery Road / Aston Close (included in item 3).

8. Request for a notice board at Broomhall – transferred from July Council Meeting

- Discuss suitable locations and arrange for quotations to be obtained for purchasing and installation of the notice board.

9. Milestone at Baynall – transferred from June Commons and Hams Meeting.

- There is a record in the minutes of the Commons and Hams committee (meeting 9th June) that this will be transferred to the environment committee for discussion.
- Clarification of the problem and agreement on how to proceed.

10. Repairs to the Bus Shelter by the Community Centre

- Work completed: replaced guttering, replaced grate, loose tile fixed.
- Further work required: painting of walls to cover graffiti, painting of woodwork, clearing of rear down pipe.

11. Update on Risk Assessments

- Andy Hay to provide an update on the completion of risk assessments
- Set a date when the risk assessments next need to be reviewed / updated (See Item 1).

12. Planning Committee

- As the planning committee is to be separated from the Environment Committee it would be appropriate to set a date for the first meeting of the newly formed Planning Committee.