

**Minutes of informal meeting of Environment Committee
held in The Old School Community Centre at 7.00 p.m.
on Wednesday 2 January 2013**

Present: Cllrs, A Parsley (Chair), P Bishop (inquorate)
Claire Ebeling - Clerk
Lay members Olive Smith and Keith Mison
Cllr. L Warmington also attended

- 1 Apologies for absence** – Cllr. D Blake, G Mallows and Cllr P Gryce
- 2 Register of members' interest** – None

Section of the meeting open to the public:

- 3 Parishioners' question time** – None

End of public section of the meeting

- 4 To approve minutes of previous meeting held on 31 October 2012**
Deferred to next meeting.

- 5 To discuss matters arising from those minutes not on this agenda**

Keith Mison expressed concern about items of the grass cutting contract that do not seem to have been carried out. The Clerk will contact the contract manager to discuss.

The Clerk reported that she is currently arranging the completion of a planning application to pollard the Yew tree at the cemetery side of the fence to St Peter's Court and Sigors House.

- 6 To review progress on the schedule of maintenance for Town Council assets**
See attached.

- 7 To receive recommendations on the review of Cemetery regulations, fees and Green Cemetery space**

Cllr. Warmington will meet with the Clerk and RFO to discuss the handover of cemetery administration. One of the initial tasks should be to write to the Funeral Directors to notify them of the changes planned.

- 8 To receive a report on potential options for power in the chapel**

Keith Mison reported a problem obtaining quotes due to difficulties quantifying the needs as the intended use of the chapel would be intermittent. Keith will investigate the alternative option of using a generator.

K Mison

- 9 To receive a progress report on actions regarding dogs in the cemetery and dog fouling**

The Clerk reported the quote for the posters and stickers and that a draft sticker will be received shortly. Cllr. Parsley and the Clerk will agree the place and number of posts for the posters/stickers and the cost will be proposed at the next meeting.

The flyer for dog walkers is now available.

- 10 To discuss a bad weather/snow clearance plan**

The Clerk reported that the Street Wardens did not require a new trolley but would prefer the bespoke tray for their current trolley. Phillips Engineering will be asked to carry out the work.

The Clerk reported that she had received an enquiry regarding insurance cover for snow clearance by a local farmer. Suffolk County Council have stated they would not be covered unless they are on the SCC list. Suffolk Acre have confirmed the Town Council policy would not cover them. The Clerk will advise.

11 To receive a correspondence report from the Clerk

The Clerk reported that an advertisement has again been attached on Cavendish Road. The Clerk will contact the person responsible and ask that the sign be removed.

12 To receive agenda items for next meeting

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

To discuss the transfer of administration for Cemetery processes.

To receive a report on potential options for power in the chapel.

To receive a progress report on actions regarding dog fouling.

To discuss bad weather/snow clearance plans.

To receive a correspondence report from the Clerk.

13 To confirm the date of the next meeting as Wednesday 6 February 2013.

Meeting closed at 8.00pm