

**Minutes of the meeting of the Clare Town Council Environment Committee Minutes
held in The Old School Community Centre at 7.00 p.m.
on Wednesday 3 April 2013**

Present: Cllrs, A Parsley (Chair), D Blake, G Mallows, P Bishop and P Gryce
Claire Ebeling - Clerk
Lay members Olive Smith and Keith Mison

1 Apologies for absence – None

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 6 March 2013

The minutes were approved unanimously.

5 To discuss matters arising not on this agenda

A concern was raised regarding litter around the BMX Track. It was agreed that a bin from the cemetery would be moved and that Cllr. Parsley will speak to Cllr. Godwin and ask that the issue be raised with CYAC to check that the agreed regular inspection by parents take place.

Cllr. Parsley

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

See attached.

7 To discuss the transfer of administration for Cemetery processes

The Clerk reported that all cemetery records are now in the Clerks office.

It was agreed that the response to a question from a Funeral Director on the inclusion of the memorial fee with the interment fee should be that if the interment fee was paid in the last 12 years, it included the memorial and therefore fees should only be payable in addition to the interment fee if the interment is requested after 31st March 2013.

It was agreed that the response to a question from a Funeral Director on the preferred gravedigger be that we are currently reviewing gravedigging practices and will recommend a gravedigger whose services we are currently trialling. Keith Mison to contact the gravediggers.

KMison

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

Cllr. Blake reported the intention to assess the enthusiasm of the Ancient House Museum Trustees Communications Committee for the proposal and will report back at the next meeting.

The quotes are to be reviewed and Keith Mison will investigate whether an application for planning permission would be required.

K Mison

9 To receive a progress report on actions regarding dog fouling

Following the response from the Borough Dog Warden, Andrew Harvey to Cllr. Pugh, it was agreed that the Clerk will arrange a meeting with Mr Harvey to discuss advice to reduce dog fouling.

Clerk

10 To receive a correspondence report from the Clerk

See item 7.

11 To receive agenda items for next meeting

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

To receive a report from the Cemetery Administrator.

To review quotes for power in the chapel.

To receive a progress report on actions regarding dog fouling.

To discuss the lone worker procedure.

To receive a report from the Clerk on correspondence relating to Environment items.

12 To confirm the date of the next meeting as Wednesday 1 May 2013.

Meeting closed at 7.57pm