

**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 1 May 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 3 April 2013

The minutes were approved unanimously.

5 To discuss matters arising not on this agenda

Cllr. Gryce reported that he had attended a meeting with a Flood Control Officer and Ecology Officer from the Environment Agency and Mr Knight to discuss the water levels. The Environment Agency will seek funding from DEFRA. The discussion included putting the banks right, which will require a planning application.

Cllr Parsley reported concerns that the ivy growth on the gravestones and walls in the churchyard are not being dealt with by Suffolk County Council. The Clerk will contact Suffolk County Council.

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

See attached.

7 To receive a report from the Cemetery Management Officer and Administrator

The Cemetery Management Officer (CMO) requested approval to purchase grass seed and topsoil to improve the cemetery. It was agreed that the grass seed will be purchased immediately and the cost of topsoil will be investigated. A wheelbarrow would be useful and will be considered in the future.

The CMO reported that the mole problem is improving.

It was agreed that a fire will be used to dispose of debris caused by tree work carried out in the cemetery.

The Clerk reported three interment bookings.

K Mison

8 To review quotes for power in the chapel

Cllr. Blake reported that feedback from the Ancient House Museum Trustees It was agreed to propose that the Town Council approve the spend in principle of £12,000 for electric in the chapel.

It was agreed to write to St Eds Planning Department to establish whether planning permission would be required for change of use of the chapel.

9 To receive a progress report on actions regarding dog fouling

The Clerk reported that the anti dog fouling stickers would be placed on all dog bins and in other key places around Clare.

Clerk

10 To discuss the lone worker procedure

The Clerk recommended that the lone workers policy be re-written and further investigation of the need for the use of the Guardian 24 system will be carried out to enable an informed decision about the continued use of the system. The Clerk will re-write, with the assistance of Cllr. Bishop.

*Clerk, Cllr.
Bishop*

11 To receive a correspondence report from the Clerk

See item 7.

12 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.

13 To confirm the date of the next meeting as Wednesday 5 June 2013.

Meeting closed at 7.57pm