



# Rushmere St. Andrew Parish Council

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*"Seek The Common Good"*



## Minutes of the Environment and Services Committee meeting held on 18<sup>th</sup> January 2024 at 7.30pm at Tower Hall

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CHAIRMAN: Mr J Wright

PRESENT: Mr J Wright, Mr R Whiting, Mr D Francis, Mr M Newton, Mr R Nunn, Mr B Ward, Mrs Odam, Mr K Driver

APOLOGIES: Mr Westrup

CLERK: Mr P Massey - Clerk; Mrs S Stannard – Assistant Clerk. Minutes taken by Mrs Stannard

ALSO PRESENT: Member of the Public 0

### 1. APOLOGIES & APPROVAL OF ABSENCE, PROTOCOL AND CONDUCT REMINDERS

Mr Wright reminded Councillors of the Code of Conduct, protocol for debate and statutory rights to film, record, photograph or otherwise report on the proceedings of the meeting.

Mr Wright proposed approval of the apologies as listed above. Seconded by Mr Whiting. Resolved with ALL in favour.

### 2. TO SIGN AS A CORRECT RECORD THE MINUTES OF THE MEETING HELD ON THURSDAY 4<sup>TH</sup> OCTOBER 2023

Mr Newton proposed acceptance of the Environment and Services Committee minutes seconded by Mr Nunn. Resolved with ALL in favour. The minutes were duly signed as a correct record.

*Mr Ward joined the meeting.*

### 3. DECLARATIONS OF COUNCILLOR INTEREST

Mr Wright declared a non-pecuniary interest in SCL and Greenways.

### 4. PUBLIC PARTICIPATION

#### a. To Identify Public Participation with Respect to Items on this Agenda

None

#### b. Public Forum – Members of Public/Parish Councillors May Speak on Any Matter

Mr Nunn reported that there are dead trees along the footpath to Kesgrave towards the water tower cottages. He reported it at a previous meeting and the officers reported it to Kesgrave Town Council. Mr Nunn subsequently contacted Dr Dan Poulter's office and is still waiting for a response. The officers will ask Cllr Stuart Lawson to contact Mr Nunn about this.

### 5. ALLOTMENTS

#### a. Report by Allotment Manager

None.

### **b. Working Panel Community Shed Allotments**

The Assistant Clerk informed Councillors that allotment holders asked for approval for a community shed at the allotments. It is proposed to establish a working panel to develop this idea further and to look for funding as well as the management of the shed once established. Councillor discussed this.

Mr Whiting proposed that a working panel with councillors (Mr Wright, Mr Westrup, Mr Francis) and allotment holders be established to develop the community shed idea, look for funding and manage the community shed once established. Seconded by Mr Nunn. Resolved with ALL in favour.

## **6. ENVIRONMENT AND LEISURE**

### **a. To consider ROSPA reports received for play areas**

Mr Wright provided councillors a summary of the recent ROSPA play report in which highlighted areas of concern which need addressing to keep the areas compliant and safe. Councillors discussed this.

Mr Whiting proposed that officers develop an action plan based on risks with timelines and associated costs and take the plan to the next Environment and Services Meeting or a Parish Council Meeting and that they actively look for funding sources to fund this work. Where in-house repairs can be carried out in the meantime within the Parish Handyman's existing contract this will be completed. Seconded by Mr Wright. Resolved with ALL in favour.

Mr Wright proposed that a separate report regarding adult gym equipment be submitted to the next Environment and Services Meeting or a Parish Council Meeting to review all aspects about the adult gym equipment. Seconded by Mr Nunn. Resolved with ALL in favour.

### **b. To consider advertising for more volunteers at broke hall playing field to lock and unlock gates**

Mr Wright highlighted gaps in volunteers for the opening and closing of Broke Hall Play area and various ways in which this could be addressed. Councillors debated this. It was agreed that the Parish Council will look for additional volunteers via social media, etc.

### **c. To consider re-wilding scheme at the land opposite the Baptist church**

Mr Wright informed Councillors that it was agreed to re-wild land opposite the Baptist Church in The Street and funding has been received for this purpose. Parish Council have already agreed the costs for a replacement bench and repositioning of the bin. Mr Wright highlighted that there is a need to meet Greenways on site and discussed how this can be progressed. Councillors noted this.

## **7. ROADS, VERGES AND FOOTPATHS**

### **a. To Report on Speed Indictor Devices and Speedwatch**

Mr Wright provided Councillors with a report on SIDS and Speedwatch in the parish. Councillors noted this.

**b. To consider cleaning, Care and Maintenance of Bus Stops and Bus Shelters**

Mr Wright informed Councillors that the bus shelters and bus stops are not well maintained. A discussion followed about this. A discussion also followed about Sedum roofs and it was agreed that when the roofs need replacing this will be investigated.

Mr Wright proposed that the Parish Handyman include the stops/ shelters in the parish as part of his weekly checks and minor repairs and cleaning if needed. No additional hours required. Seconded by Mr Whiting. Resolved with ALL in favour.

**8. CORRESPONDENCE & ANY OTHER MATTERS**

**a. To Note Correspondence received**

Mr Wright informed Councillors that correspondence was received from Mr Jolliffe, Communities Officer at East Suffolk Council. There is an opportunity to apply for funding for the installation of EV chargers in village hall car parks and publicly owned car parks. It was agreed that this opportunity be highlighted to the Parish Halls should they wish to apply.

**b. Dates to Note**

Parish Council. Tower Hall. 8<sup>th</sup> February 2024  
Community Engagement. Village Hall. 22<sup>nd</sup> February 2024  
Parish Council. Village Hall. 14<sup>th</sup> March 2024  
Planning and Transportation. Tower Hall 21<sup>st</sup> March 2024  
Parish Council. Tower Hall 11<sup>th</sup> April 2024  
Environment and Services. Village Hall 25<sup>th</sup> April 2024

**9. DETERMINATION OF ITEMS FOR FUTURE AGENDA**

None

**11. CLOSE OF MEETING**

The Chairman closed the meeting at 8.35pm.