



MINUTES

Meeting: ENVIRONMENT COMMITTEE **Date:** 5th February 2019 **Time:** 11.00am

Venue: PARISH COUNCIL OFFICES, HAINAULT ROAD, CHIGWELL

PRESENT: Councillors (3)

Brian Sandler (Chairman), Rochelle Hodds and Darshan Singh Sunger.

Officers (2)

Anthony-Louis Belgrave – Clerk to the Council.

Mark Hembury – Responsible Financial Officer.

In Attendance (1)

There was one member of the public in attendance.

18.48 APOLOGIES FOR ABSENCE (3)

Apologies have been received from Councillors: Richard Alvin, Deborah Barlow and Kewal Chana.

18.49 OTHER ABSENCES (0)

There were no other absences.

18.50 CONFIRMATION OF MINUTES

The minutes of the meeting held on 27th November 2018 were **CONFIRMED**.

18.51 DECLARATIONS OF INTEREST

It was **NOTED** that there were no declarations of interest.



18.52 ALLOTMENTS REPORT

Members were advised of the current figures with regards to occupancy and the waiting list for these allotments. The Gravel Lane allotment has two unoccupied half-size plots and sixteen occupied plots, whilst the Limes Farm allotment has fourteen occupied plots and there are three individuals on the waiting list. The Clerk stated that the children's trampoline which was erected on a Limes Farm allotment plot has now been removed by the tenant. The Chairman said that he was pleased to see that the level of occupancy has increased since the previous meeting.

After further discussions, it was moved by the Chairman and **RESOLVED** that;

- This information be **NOTED**.

18.53 CEMETERY REPORT

Members received an oral report for the Cemetery. They were advised that the predicted income from the Chigwell cemetery has already exceeded far beyond budgetary forecasts and accordingly the cemetery staff are quite busy. The monetary revenue generated to date is £70,409.00, whilst there is an additional income of approximately £10,000.00, still to be processed in the coming days.

The Chairman advised members that having recently visited the cemetery with the Responsible Financial Officer he is highly impressed with the standards being maintained and the staff should be commended for their efforts. The continuing renovation and replacement of the pathways within the memorial section of Chigwell Cemetery is also going well and appears to be to the required high standard. The Chairman stated that the wooden fencing has become noticeable weather-worn and damaged by tree-growth in some places. However due to seasonal considerations and fiscal constraints this issue will have to be dealt with at a later time. Members were advised that consideration could be given to the eventual replacement of the Rough Terrain Vehicle (RTV), which has begun to show signs of wear-and-tear. This asset was a second-hand purchase and has been in continual operation with the Parish Council since 2015. During that time a significant number of repairs have been necessary. Further, this vehicle is an essential tool for staff to perform their respective duties. In response to questions, the Responsible Financial Officer advised members that money has been allocated for the replacement of the RTV, should the committee consider it necessary.

After further discussions, it was moved by the Chairman and **RESOLVED** that:

- This information be **NOTED**.



18.54 OPEN GARDENS REPORT

Members were advised that inspections of the open gardens and the cemetery are undertaken on a regular basis. Due to seasonal considerations the amount of work required is minimal and generally involves the tidying up of the various areas. Presently, staff are installing waste disposal bins on Chigwell Station Green and on the land at Courtland Drive. It is hoped this action will encourage the proper disposal of waste at these litter prone areas. Councillor Hodds enquired as to whether the Bus shelter, on Romford road, was the responsibility of the Parish Council, because it appears somewhat neglected. In response, the Chairman and the Clerk both confirmed that the Bus Shelter was received by the council some considerable years ago. Councillor Hodds said that the bin next to this bus shelter is rarely emptied and seems to be regularly overflowing with rubbish, which contributes to the overall neglected appearance of the area.

The Clerk advised members that he has received an email stating, residents of Courtland drive are complaining about an area of land, managed by the Parish Council. This area, next to Courtland drive requires maintenance and is strewn with causally discarded waste. Further, because of the overgrowth anti-social activities have been observed, in recent times. The Chairman suggested that the Mobile CCTV services managed by EFDC, could be employed to counter such activity and reduce the possibility of fly-tipping. Councillor Sunger advised members that he has recently conversed with the Chairman of the Epping Forest Memorial Working Group: Councillor Gavin Chambers, concerning their ambition to erect a Holocaust Memorial within the district. The Chairman also stated that he had discussed this project with Councillor Chambers and he suggested this matter could be given further consideration, by the committee at the next meeting, especially as the Parish Council have already expressed a willingness to erect an appropriate memorial on Chigwell Station Green. Councillor Sunger further advised members that he intended to conduct a site visit with Councillor Chambers and others, in the furtherance of this proposal and invited other members to attend. This invitation to attend was accepted by the Chairman and Councillor Hodds.

After further discussions, it was moved by the Chairman and **RESOLVED** that:

- This information be **NOTED**.
- Staff would give special attention to the area of land adjacent to Courtland Drive.
- The Clerk would contact the relevant authorities at EFDC, requesting the bin along Romford road be emptied more frequently.
- The Clerk would contact the respective portfolio holder at EFDC, to explore the possibility of utilising Mobile CCTV units to counter anti-social behaviour and incidents of casual fly-tipping near Courtland Drive.
- The Clerk would respond to the complainant concerning the area of land, adjacent to Courtland drive and advise them of the action to be taken.
- The Holocaust Memorial Project would be considered further, at a subsequent meeting.



18.55 OTHER ENVIRONMENT MATTERS

Snowplough and Winter Gritting Programme

Members were reminded that during periods of inclement, winter weather, Chigwell Parish Council has approved snow clearance and grit-laying operations in strategically selected points in Chigwell. Members were further advised that in preparation for this operation a field test of the Grit-spreading machine was done at the cemetery which proved successful. The device was then transported to the high road, unfortunately after approximately fifteen minutes the machinery mal-functioned and now requires repair, which is being done by the manufacturer. The Clerk advised members that correspondence had been received from a member of the public, expressing concerns that a particularly accident-prone segment of Vicarage lane is not included in the winter gritting programme. The Chairman confirmed that this acute bend in the road regularly suffers from ruptured water mains, which create dangerous driving conditions. The inclusion of Vicarage lane on the route of the Community Bus Service was also brought to the attention of members. Members were reminded that the decision to exclude Vicarage lane from the winter gritting programme was made in consideration of safety concerns, as the road was regarded as an intolerable risk to staff, whilst undertaking manual gritting laying duties. Members were also reminded that the gritting and snow clearance of major roads is the responsibility of Essex County Council Highways, however Vicarage lane, in accordance with ECC policy is external to this category.

After further discussions, it was moved by the Chairman and **RESOLVED** that:

- This information be **NOTED**.
- Correspondence would be drafted, addressed to the relevant authorities at ECC, requesting that Vicarage lane be included into their winter gritting operations.

Brook Parade CCTV Replacement Proposal

Members were reminded that at the committee meeting held on 8th October 2018 a selected provider was approved to undertake the replacement of the Brook Parade CCTV system. This resolution was then ratified by the council at the meeting held on 13th December 2018. Consequentially, the new system is now operational and is very effective, however the selected provider has advised that modified cabling in support of the equipment would have to be installed to counter electrical interference and improve the image quality. This will be done on 12th February 2019, at no additional cost to the council. Members were further advised that the suggestion, EFDC could assume the future management of the CCTV system could to be considered by in the future. This arrangement would allow EFDC to operate as the sole point of contact for all CCTV related enquiries, thereby absolving Parish council staff of this responsibility.

After further discussions, it was moved by the Chairman and **RESOLVED** that:

- This information be **NOTED**.
- Appropriate signage, advising CCTV cameras are in operation will be displayed, in accordance to legal requirements.



18.56 MATTERS TO BE BROUGHT FORWARD TO THE NEXT ENVIRONMENT COMMITTEE MEETING

After discussions, it was moved by the Chairman and **RESOLVED** that the following matters be brought forward to the next meeting;

- The proposal by the Epping Forest Memorial Working Group to erect a Holocaust Memorial in Chigwell.

18.57 DATE OF NEXT MEETING

It was **AGREED** that the next meeting of this Committee would take place on 15th April 2019, 11am.

18.58 CULTIVATED HEDGE PROPOSAL

Members were reminded that an area of land owned by the Parish Council, immediately behind the car-park is bordered by metallic fencing, which was erected approximately one year ago. The Chairman suggested that the planting of an evergreen hedge positioned along the fence would serve to obscure the rear of the building from view, beautify the site from Courtland Drive and enhance security. Members were advised that this project could be funded by way of a grant application, however this proposal was discounted, because of the prolonged delay this option would inflict upon the commencement of the project.

Members were further advised that quotations have been sought, in accordance with financial regulations and that any decision that results in an expenditure of over £2,500.00p will require ratification from the Chairman and Vice-Chairman (of the Council), any expenditure over £5,000.00p will require ratification from the Council, prior to implementation

Members then **CONSIDERED** the quotations as detailed in the appendix. After a full and in-depth discussion, it was moved by the Chairman and **RESOLVED** that:

- This information be **NOTED**.
- The selected service provider be **APPROVED** to undertake the planting of the cultivated hedge.



18.59 REPLACEMENT OF ‘WARD SIGNS’

Members were reminded that at a previous meeting it was agreed the replacement of the three signs designating the boundaries between the wards of Chigwell Village, Grange Hill and Chigwell Row would be considered. Members were further advised that this signage has been in situ for some considerable time and one the sign on Chigwell station Green was severely damaged and dismounted from the wooden post, during a period of inclement weather. Members were further advised that quotations have been sought, in accordance with financial regulations and that any decision that results in an expenditure of over £2,500.00p will require ratification from the Chairman and Vice-Chairman (of the Council), any expenditure over £5,000.00p will require ratification from the Council, prior to implementation

Members then **CONSIDERED** the proposed options and respective quotations as detailed in the appendix. After a full and in-depth discussion, it was moved by the Chairman and **RESOLVED** that:

- This information be **NOTED**.
- Staff would investigate further options, which would be duly considered at a subsequent meeting.

Signed

Chairman

Date