

## Didcot Town Council

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**Environment & Climate Committee**  
Wednesday 15<sup>th</sup> May 2024 at 7.30pm  
All Saints Room, Civic Hall



### Minutes

Note: These minutes are subject to approval as a true and correct record by the next meeting of this committee.

#### PRESENT

##### Councillors:

Cllr G Roberts (Acting Chair)  
Cllr K Morrison (Acting Deputy Chair)  
Cllr J Broadbent  
Cllr S Cole

##### Officers:

Mrs J Wheeler (Town Clerk - TC)  
Mrs L Blake (Deputy Town Clerk - DC)  
Mr M Blake (Outdoor Services Manager - OSM)

One member of the public attended.

#### 1. To elect the Chair of the Environment and Climate Committee

The Acting Chair, Cllr G Roberts, opened the meeting and called for nominations. It was proposed by Cllr K Morrison, seconded by Cllr S Cole, and RESOLVED to appoint Cllr G Roberts as the Chair of the Environment and Climate Committee. The vote was unanimous and there were no other nominations.

#### 2. To elect the Deputy Chair of the Environment and Climate Committee

Cllr G Roberts proposed Cllr K Morrison as the Deputy Chair. This was seconded by Cllr S Cole and RESOLVED to appoint Cllr K Morrison as Deputy Chair of the

Environment and Climate Committee. There were no other nominations, and the vote was unanimous.

### **3. To receive apologies**

Apologies were received from Cllrs A Hudson, Z Mohammed, and A Macdonald.

### **4. To receive declarations of interest**

No declarations of interest were received.

### **5. To review the Environment and Climate Committee Terms of Reference**

The Committee reviewed the terms of reference. Cllr J Broadbent proposed that the 'Big Tidy Up' remain in the terms of the Committee, which could include routine litterpicks around the town and encouraging volunteers to take part.

The Town Clerk queried the remit of the Christmas Lights and whether this would fall under the control of the Property and Facilities Committee due to the recent change in the budget codes.

It was proposed by Cllr J Broadbent, seconded by Cllr S Cole, and **RESOLVED** to accept the terms of reference as stated, until such time as an amendment would be needed regarding the lights. All members agreed.

### **6. To agree the minutes of the meeting held on 11<sup>th</sup> March 2024 as a true and correct record**

It was proposed by Cllr K Morrison, seconded by Cllr G Roberts, and **RESOLVED** to **APPROVE** the minutes as a true and accurate record of the meeting, and note them as such.



All members agreed.

### **7. Questions on the minutes and review the progress report**

The Committee noted the progress report – shown on the next page.

Cllr J Broadbent queried whether any update had been received regarding birds of prey being used to deter the geese at Ladygrove Lakes. The DC confirmed that a response had been received from a specialist who had explained that intensive visits would be needed initially to establish a predatory presence. This would involve 2-3 visits a day, over four weeks at a cost of around £12,000.

There were no other questions.

Action	Responsible	Rating	Meeting 11.03.2024	15.05.2024
Tidying up of the noticeboards	Officers	Amber	Boards had been measured and ordered.	<p>All the notice boards had been restored.</p>  <p>The three old boards on the wall outside the Civic Hall had also been removed and replaced with a new, public noticeboard.</p> 
Smokefree play park signs	Officers	Amber	No more interest had been received.	This would be revisited.

‘Sow & Grow’ – Community Planting project at New Road allotments	Officers	Amber	Construction of the polytunnel was well underway. The frame had been put up and the access road/path had been completed. A talk was held on 28 <sup>th</sup> February at the Civic Hall to encourage people to ‘sign up’.	Was covered in the OSM report.
Investigate costs to install chicanes/bollards at Stubbings Land	Officers	Amber	Was on the agenda for discussion. The Deputy Clerk would chase up the developer.	The developer confirmed in an email dated 08.05.2024 that their “Adoptions Team will need to check this with the Council due to adopt the land as we would like to help but unfortunately it is not as simple as installing something on land that won’t belong to us long term”. Further updates would be available in the next few weeks.
CIL Grant Fund application (EOI)	Officers	Amber	Committee were informed that an EOI form had been submitted for access improvements in Ladygrove and Millennium Woods.	The Deputy Clerk received an email on 23.04.2024 to inform her that DTC had been invited to submit a full application for the sum of £175,000. The application would be sent in the near future.
Fence installation by DTYFC	DTYFC	Amber	The Committee resolved to approve the installation of fencing in principle, provided that the club provide all risk assessments, method statements and insurance details of the contractor.	No further update had been received.

## **8. To consider the Outdoor Services Manager's report**

The Committee noted the Outdoor Services Manager's report and considered the recommendations.

### New Road allotments

5. The Committee was asked to approve consulting with a Drainage Expert regarding the water retention issue at New Road allotments and the need to ensure it does not affect Fleetmeadow Community Hall. All members agreed that it would be a good idea to consult with specialists.

The TC confirmed that should any work on drainage be needed, both Fleetmeadow and DTC could contribute to the cost.

### Community Polytunnel

6. The OSM updated the Committee on the work at the polytunnel undertaken by the Community and Allotment Officer, and how she had managed to grow approximately 2700 plants from seeds. These would be used across all DTC sites. Members were invited to attend the polytunnel on Wednesday 22<sup>nd</sup> May 2024 at 2pm, to have a look around. The Committee also discussed the gardens at the Civic Hall.

Members wanted to pass on their thanks to the Officer and congratulate her for her work.

### Parks – General

15. Due to on-going and more recent issues with unleashed dogs in the parks, the OSM spoke about purchasing signage to remind dog owners that it is against the law to allow your dog to be dangerously out of control anywhere in a public place.

The Committee approved the purchase of such signs, to be taken from cost centre 307/4194 'Street Furniture Maintenance'. The OSM would design a sign and gather quotes to be forwarded to the Committee via email. All members agreed.

### Ladygrove Lakes

29. The OSM informed the Committee of the new inclusive picnic table that the outdoor team had made and installed at the lakes, for under £200. The same picnic style bench had also been installed at the new pavilion in Edmonds Park.

## **9. To consider the applications to hold events on Town Council owned and managed land report, and the recommendations to the Committee**

The Committee considered each of the three applications.

Edmonds Park:

<b>Event Name</b>	Colour Run
<b>Organiser(s)</b>	2 <sup>nd</sup> Didcot Guides
<b>Charity or not-for-profit organisation?</b>	Yes
<b>Date</b>	Tuesday 25 <sup>th</sup> June 2024
<b>Time</b>	5.30pm – 9pm
<b>Details</b>	“A fund raising colour run for Guides and Brownies” using safe, non-toxic colours. Small area used for the girls to run around and a stall selling crafts that the girls have made will be used to raise extra money. Proceeds to be split 50/50 between the Guides and Children in Need.
<b>Decision</b>	It was proposed by Cllr G Roberts, seconded by Cllr S Cole, and RESOLVED to approve this event. There would be no charge. The vote was unanimous.

- Although the date of this event is outside of the Usage Agreement with Didcot Town Youth Football Club, the Club would still be contacted and informed of this event.

<b>Event Name</b>	Family Friendly Inflatable Fun Days
<b>Organiser(s)</b>	Inflatable Fun Days
<b>Charity or not-for-profit organisation?</b>	No
<b>Date</b>	Thursday 29 <sup>th</sup> August – Sunday 1 <sup>st</sup> September 2024
<b>Time</b>	10am – 5pm for four trading days
<b>Details</b>	Open to public, 300 people per session. Event will include fairground equipment, lost children point, barriers/fencing, inflatables, PA system, portable generator, toilets, food/drink, concessions, ice cream and prize stalls. Want to set up on Wednesday 28 <sup>th</sup> August 2024 and leave at the end of Sunday 1 <sup>st</sup> September 2024.
<b>Decision</b>	It was proposed by Cllr J Broadbent, seconded by Cllr G Roberts, and RESOLVED to approve this event, subject to the following conditions: <ul style="list-style-type: none"> <li>• Receipt of an Events Management Plan – to include consultation with Emergency Services</li> <li>• Receipt of insurance certificates, equipment safety testing certificates, risk assessments and method statements</li> <li>• Receipt of all other certification regarding BS EN 14960 and proof of membership to PIPA/ADiPS.</li> </ul> This event would be charged at £360 per trading – as per the Town Council’s Annual Charges. The vote was unanimous.

Ladygrove Skate Park:

<b>Event Name</b>	Skateboarding and Boxing sessions for young females
<b>Organiser(s)</b>	The Project PT
<b>Charity or not-for-profit organisation?</b>	Yes
<b>Date(s)</b>	Wednesday 31st July 2024 Wednesday 7th August 2024 Wednesday 14th August 2024 Wednesday 21st August 2024 Wednesday 28th August 2024
<b>Time</b>	Undecided
<b>Details</b>	Aim is to deliver 2x free 60 minute sessions (1 skating and 1 boxing) for young females in the area, to increase female participation in sport. Funding has been given by OCC. All coaches fully qualified personal trainers.
<b>Decision</b>	It was proposed by Cllr K Morrison, seconded by Cllr S Cole, and RESOLVED to approve this event. There would be no charge. The vote was unanimous.

### **10. To consider the quotes for work to turf the outside of the new Community and Sports Pavilion**

The Committee considered the quotes received from the two companies. Due to the costs involved, the decision would need to be ratified at Full Council. However, the turf would need to be laid as soon as possible to ensure it takes successfully.

It was proposed by Cllr J Broadbent, seconded by Cllr G Roberts, and RESOLVED to approve the quote from Company two, New Lawn Company, to lay 1000m<sup>2</sup> of turf at the new pavilion, at a cost of £7,500 + VAT. The cost for this would be taken from the pavilion construction budget.

The decision would be sent to all Councillors via email for approval, prior to the next meeting of Full Council. This is because the turf would need to be laid before the next Full Council meeting.

### **11. To discuss what the Committee might wish to achieve this year and suggest ideas for future projects**

The Committee considered future project ideas. It was proposed by Cllr G Roberts, seconded by Cllr S Cole, and RSOLVED to defer item to the next meeting of the Environment and Climate Committee so that the members who were absent, could contribute. All members agreed.

**The meeting closed at 8.26pm**

Signed: \_\_\_\_\_ (Chair)

Date: \_\_\_\_\_



