



**Bar Hill Parish Council**  
**Minutes of Environment Committee Meeting**  
**Held in The Parish Council Office at 7.30pm**  
**On Wednesday 5 February 2014**

**ACTION**

<b>1. Present</b>	B Waters	Chair	(BW)
	L Baffa	Clerk	(LB)
	B Howard	Councillor	(BG)
	R Hall	Councillor	(RH)
	M Pope	Councillor	(MP)
	A Saunders	Councillor	(AS)

<b>Apologies</b>	S Jenkins	Councillor	(SJ)
	A Pellew	Councillor	(AP)
	J York	Councillor	(JY)

**2. To approve minutes of the previous meeting**

The minutes of the meeting held on 6<sup>th</sup> November 2013 were read and approved as a true record. Proposed by MP and seconded by AS. All in favour.

**3. Matters arising for discussion and decisions to be made from the previous minutes**

**Litter Picking** - BW asked if the litter picker could be employed to walk around the perimeter road, near Pheasant Rise and Oatlands Avenue, as a great deal of rubbish has accumulated here. Also a letter to Tesco as the car park and the roundabout at the entrance to Tesco needs to be cleared. **C**

**Donation from Tom Flanagan** – After a short discussion it was agreed that a bench in memory of Tom and a couple of small trees (perhaps Hornbeams) would be planted to the side of the Tennis Courts. The Clerk will write to the family and ask if this is acceptable and this will be put on the February agenda by which time a reply might have been received from his family. **C**

**4. Stream and Nature Reserve – Rob Mongovan attended**

**1) Consider if any more info is needed for contractors**

Having read through the information given by Rob, the Committee felt the information was sufficient for the contractors to do the work.

**2) Consider who the tender would be sent to**

Rob went through the list of 5 contractors who he felt should be asked to tender for the job. Rob confirmed that he would take on full responsibility of working with the contractors as he knows about the wildlife areas involved.

**3) How long does the PC have to allow tenders to be considered before expecting a return (how quick can we move it?)**

It was Agreed that one month would be given for the tenders to come back, which would still keep us within the time frame of doing the work during March, before the nesting season and 3 days should be enough to complete the job.

**4) Welfare facilities**

It was agreed that the contractors would be informed that there are no welfare facilities and they would probably need to supply their own portaloo.

**5) Contract arrangements/letter of appointment**

A letter of appointment will be sent to the successful contractor and a stipulation will be made that the work should only commence after their risk assessments had been completed. This will be sent by the Parish Council with mention of Rob being our consultant. Also in the letter of appointment a paragraph to be included that the contractor will make good any areas of grass etc., that has been damaged during the work.



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**6) Risk assessment by the contractor and public safety**

A stipulation will be made that footpaths should not be used for vehicular access or parking and any vehicles used should be parked in an appropriate manner, so there will be no issues with residents.

**7) Wildlife protection**

Rob will take the lead on this issue as he will be able to inform the contractors of the wildlife in the area at the time of quoting for the work.

**8) Expected costs – I est. £3250 (£1000 machine transport/set-up, £350 excavator 2days, 4man days x £200 = £800, £750 materials)**

The Committee were very happy with the estimated cost and MP would like to see further funding towards this project, once completed, to get fencing installed plus signage to enhance the area, but this is something the Parish Council can do once the project has come to an end.

**9) The proposed timescale has slipped by ~2wks but is not yet considered a problem**

With a four week turnaround in the tender period, we should be able to get back on track with timing and we will be asking the contractors to give a completion date before they start the work.

Once this work has been done, Phase 1 of the work would have been completed. It was agreed that the Parish Council would like the momentum to carry on and perhaps budget for Phase 2 during the 2015-2016 financial year with further work being done to the stream.

Lastly, the working party on 9<sup>th</sup> February 2014 will be going ahead as previously arranged. Posters have been around the village for a couple of weeks and the Clerk has asked Tesco for a contribution of sandwiches for the day. These will be collected on Saturday afternoon.

**5. Tree Management Programme – K Fergusons Ltd**

The Report was looked at by the Committee and MP proposed that No.32 of the report, the felling of the perimeter road at £360, to be done immediately as this is an urgent job and also very well priced. This was seconded by AS. All in favour. C

It was also agreed that we would need to obtain 2 further quotes for No's 35 and 36 as these jobs were more than £500. C

Before agreeing to the other items the Clerk will ask Atlas, Aqualeaf, Fergusons and Brookfield if they would do some of this work on a day rate, as this would be more economical for the Parish Council. C

**6. Litter Picking Day**

It was agreed that the next Litter Picking Day would take place on Saturday 12<sup>th</sup> April, giving the Clerk plenty of time to get the information in the Bar Hill News C

**7. Works outstanding and approval**

003/13 - Dead trees/thick brambles to be removed from the rear of 10 Almond Grove. (To the rear there is a little green area, where it has become a dumping ground). **CGM quoted £840. Ferguson quoted £420. Fergusons accepted on PO 1122 @ £378**

027/13 - Trees to the rear of 69 Foxhollow need to be trimmed back away from garden. **MWP quoted £746. Ferguson quoted £470. Ferguson accepted on PO 1139**

030/13 - Large bushes to the side of 11 Acorn need to be taken out. **S Lawlor quoted £50. Accepted on 1125**



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074/13 - Area outside 39 Brambles needs to be tidied up with self-setting tree to be removed. **S Lawlor to quote**

076/13 - Hedge to side of 32 Spinney to be cut back. **Fergusons quoted £890. Further quotes to be obtained**

081/13 - Oak tree at 104 Brambles to be assessed. **CGM quoted £240. Accepted on PO1149**

001/14 - Scout Hut building to be painted. **MWP quote £1,987 S Lawlor to quote.**

003/14 - Rear/side of 51 Foxhollow, brambles to be pruned back from garden wall. **MWP to quote**

004/14 - 2 pallets and tree branch blocking the stream at the spinney end of the stream. **S Lawlor to remove**

005/14 - Trees and bushes along spine path leading to Little Meadow are hanging over path as well brambles close to 93 Pheasant Rise. **Fergusons to quote**

006/14 - Clearance of Skate Park. **Four quotes received. Purple Recycling accepted at £1,900 on PO 1157 (this will be done on 10.02.14)**

007/14 - Trim Trail around village green to be removed. **S Lawlor to quote MWP quoted £1,200 C Brays quoted £1,825. It was agreed that only the broken ones to be removed.**

**6. Items for information**

There were no items for information.

There being no further business the meeting closed at 9.50pm. The next Environment Meeting has been scheduled for Wednesday 2nd April 2014.

Signed... (Chair of the Environment Committee)