

**To all members of the Environment Committee, Cllr J Turner, P Sharkey, J Ashton, B Wyatt-Millington & D Shaw. You are hereby summoned to attend a meeting of the Environment Committee, to be held at the Aldersgate Room (Wesleys / Baildon Methodist) on the 5th March 2024 at 7pm.**

**Members of the press and public are entitled by law to attend all meetings of the Council and to record and film the proceedings of those meetings in accordance with the Council’s policy on the effective management of recording at Council meetings. However, under the provisions of the Public Bodies (Admissions to Meetings) Act 1960 S1(2), members of the public and the press will be excluded during consideration of business of a confidential nature.**

**Any member of the public wishing to attend this meeting should contact the Clerk for further information.**

Helen Thornton Town Clerk 28th February 2024

**AGENDA**

**1. Chairs opening remarks**

**2. Approve reasons for absence**

**3. Disclosures of interest**

**4. Minutes of the previous meeting**

To approve the minutes of the meeting of the Environment Committee held on the 7th November 2023.

**5. Clerks report**

**6. Public participation**

**7. Important information from Councillors and staff**

**8. To consider current Planning applications on CBMDC website and to agree actions (see planning4Bradford.com).**

To consider (and comment if necessary) on the following applications. See appendix 1.

**9. Bracken Hall Countryside Centre**

9.1 – To receive an update from the Management Team and to approve their updated Terms of Reference.

9.2 – To receive and approve 4 risk assessments undertaken by the Management Team (Group Visits, Indoor Activities, General Visits and Outdoor Activities).

9.3 – To receive an update on visitor numbers and volunteers from the Bracken Hall Manager.

9.4 – To receive a report from the Change Group and to resolve whether the Environment Committee require a further interim report to be presented at the 2nd July 2024 meeting of the Environment Committee, ahead of the report to be received at the October meeting.

9.5 – To resolve to decide the direction of the Change Group.

**10. Baildon Horticultural Society / Allotments**

10.1 – To receive an update on the works on the front hedge and fence of the Thompson Lane Allotments

10.2 – To receive a report from Richard Nottidge regarding works to take place on the rear fencing of the Thompson Lane Allotments and resolve to approve one of the provided quotes (3 provided):

* Quote 1 - £9200.00
* Quote 2 - £9232.86
* Quote 3 - £12,928.83

10.2a – To resolve whether the works should be phased out over 1 year (24/25) or two years (24/25 and 25/26).

10.2b – To resolve the allocation of funds for the project, considering the Clerk’s recommendation:

* 24/25 - £1500 from the Allotments budget line and £4039 from the allotments earmarked reserve.
* 25/26 - £1500 from the Allotments budget line and £2193 from the allotments earmarked reserve.

10.2c – To resolve the allocation of a contingency fund of £500 from allotments earmarked reserve and delegated the same to the Clerk.

10.3 – To receive a report from the Clerk and to resolve to review the management agreement on a yearly basis and delegate the signing of the agreement to the Clerk and the Chair.

**11. Grit Bins**

# To receive a report from the Deputy Clerk regarding processes and procedures, as well as details of refills and new bins purchased in 2023.

# 12. Painting the Village Centre Railings

To review the quotes from Bagnalls for repainting the railings in the village centre (£362 and £1963) and, if agreeable, resolve to delegate the commission of the work to the Clerk.

# 13. Committee Budget

To receive and note the 2023/2024 budget monitor.

To consider the 2023/2024 budget and take any action required, (carry forwards, earmarking, virement), having mind to the Clerks recommendations:

* **Footpaths (3002)** - £1000 allocated to a new earmarked reserve (ENV2324/25 – Woodland play area). £1500 placed into the earmarked Bracken Hall reserve.
* **Green Spaces Fund (3005)** - £2200 allocated to the above earmarked reserve (ENV2324/23 – Woodland play area). £800 virement to Bracken Hall projects and operations budget.
* **Baildon Green and Clean (8011)** - £500 to be placed into the earmarked Bracken Hall reserve.
* **Baildon Benches (3021)** - £1966.67 to be placed in the benches earmarked reserve.
* **Tree Planting (3025)** - £1000 to be placed in the tree planting earmarked reserve.

**14. Promotional opportunities**

**15. To notify the Clerk of any item for future agenda**

**16. Next meeting date**

TBD

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