Minutes of the Environment Committee meeting held on

Tuesday 21st June 2022 at 7.00pm

# Present:

Cllr P Sharkey, Cllr G Dixon, Cllr J Ashton, Cllr B Wyatt-Millington and Cllr J Kean.

# In attendance:

Deputy Town Clerk, Bracken Hall Countryside Centre Manager and Eddie Nash

# ENV2223/1 Election of Chair and Vice Chair

Resolved unanimously to appoint Cllr P Sharkey as Chair of the Environment Committee

Resolved unanimously to appoint Cllr B Wyatt-Millington as Vice-Chair of the Environment Committee

**ENV2223/2 Chairs Opening Remarks**

The Chair welcomed those in attendance to the meeting.

# ENV2223/3 Approve reasons for absence

None.

# ENV2223/4 Disclosures of interest

Cllr P Sharkey and Cllr J Kean disclosed his interest as a member of Baildon Horticultural Society / Allotments.

Cllr J Ashton disclosed his interest as a member of Baildon Green Association.

# ENV2223/5 Minutes of the previous meeting

Resolved unanimously to approve the minutes of the previous Environment Committee meeting on 15th February 2022.

**ENV2223/6 Clerks’ report**

The Deputy Clerk provided a brief update regarding the lower churchyard.

The Deputy Clerk advised that the Warden is working closely with Ross Collard and Bradford Council to clean up the lower churchyard to make it safe for those visiting (for heritage or visiting graves) while also maintaining the environment for the various species of wildlife.

# ENV2223/7 Public participation

None

# ENV2223/8 Important information from Councillors and staff

Cllr G Dixon confirmed that programmes for the upcoming Baildon Open Gardens event are being sold at Baildon Farmers Market and at Station Road Post Office.

# ENV2223/9 Bracken Hall Countryside Centre

A detailed report was received from the BHCC Manager regarding progress and developments since the last meeting of the Environment Committee.

Cllr J Ashton advised that he is happy to assist in progressing any outstanding matters and pointed out volunteers, promotion and finalisation of certain aspects of the hub to be key areas.

Cllr G Dixon advised that she would be happy to run a risk assessment workshop which would lead to a completed and updated risk assessment for the centre.

It was discussed whether Cllr L Oakley can assist regarding volunteers as per suggestions in the previous Environment Committee meeting (ENV2122/50).

**Action – Cllr P Sharkey to discuss the possibility of assisting the BHCC Manager with Cllr L Oakley.**

A second detailed report was received from the BHCC Manager regarding a business plan for the next 12 months for BHCC.

Discussions were had as to what the key priorities of BHCC are and how to focus on them.

**Action – Cllr P Sharkey to arrange a meeting with Cllr J Ashton, Cllr J Kean, the Deputy Town Clerk and the BHCC Manager to agree key priorities for the coming year.**

The BHCC Manager was thanked for his detailed reports.

The invoices of Eddie Nash were considered and discussed.

**Resolved unanimously to reimburse Eddie Nash £496.35 as per his invoices.**

The Deputy Clerk presented a new financial procedure for expenditure at BHCC.

**Resolved unanimously to approve the new Bracken Hall Countryside Centre Finance Procedure, subject to the following amendments:**

* **Add that the remaining balance, after the £1000 delegated to the BHCC Manager, will be used to meet running costs and expenditure of the centre (delegated to the Clerk).**
* **Add that, if the request for expenditure to the Clerk is over £1000, then the Clerk must consult with the Chair of the Environment Committee before authorising.**
* **Amend the procedure to read that the BHCC Managers delegated £1000 be used for emergency and unforeseen expenditure as opposed to emergency and unexpected.**

**The Deputy Clerk will update the procedure in line with the above amendments.**

Discussions were had regarding the possible signage on the Network Rail boundary line in Saltaire.

Cllr J Ashton declared an interest in this issue as, depending on where the sign is specifically, he could well end up clerking a meeting on the issue for Shipley Council.

Eddie Nash has entered into discussions with Network Rail, exploring conditions and proposed location for the sign. The sign would raise awareness of BHCC in an area with a lot of footfall. Any agreement would be between Baildon Town Council and Network Rail.

**Resolved to approve the sign in principle subject to it costing no more than £500, with the agreement and negotiations with Network Rail to be fully delegated to the Clerk in consultation to the BHCC Manager.**

**The result of this is to be reported back to the next Environment Committee meeting.**

# ENV2223/10 Assets of Community Value (Jenny Lane)

**Resolved unanimously to approve the application forms (previously completed by the Deputy Clerk) and submit to the relevant parties.**

# ENV2223/11 Playable Places

A report / update was received from George Corbett regarding the Jenny Lane playground refurbishment. It was agreed that while it is good news that the project is going ahead, it would be beneficial if the start date for consultation was brought forward.

**Action – Cllr P Sharkey to pursue this with Mr Corbett and the Ward Councillors, as well as to consult with Maggie Town and Baildon Rugby Club regarding any issues.**

**ENV2223/12 Baildon Benches**

None – update to be included within newsletter.

# ENV2223/13 Sandals Cycle Track

A brief update was received from Paul Douglas.

**Action – The Deputy Clerk to check with the Administrative Officer whether this went to the Planning Committee and seek a copy of the Planning Application from Paul Douglas**

**ENV2223/14 The Future of Baildon Moor**

# Not discussed as no further updates at this moment.

**Action – Item to be removed from next agenda.**

# ENV2223/15 Friends of the Earth

**Action – The Deputy Town Clerk to confirm with Cllr L Oakley whether he is happy to remain the lead Councillor for Friends of the Earth.**

# ENV2223/16 Grit Bins

Deferred to next Environment Committee meeting.

# ENV2223/17 Baildon Horticultural Society

None

# ENV2223/18 Baildon in Bloom

**Action – The Deputy Clerk to seek a copy of the last annual report and ask when we will be receiving the next one.**

**ENV2223/19 Kelcliffe Proposal**

Cllr J Ashton provided a brief update on the area and the damaged wall.

**Action – Cllr J Ashton to chase an update on the wall from the relevant parties.**

**ENV2223/20 Baildon Tree Planting Project**

Deferred to the next Environment Committee meeting.

**ENV2223/21 Footpaths**

Cllr J Ashton spoke with Richard Perham regarding the proposed footpath by the Cricketers Arms. Discussions were had as to whether there is enough money in the budget to cover this project.

It was agreed that £3000, which is the entirety of the footpaths budget, would be offered towards this project.

**Resolved to allocate the full £3000 to this project.
Action – Cllr J Ashton to contact Richard Perham regarding this.**

**ENV2223/22 Baildon Green Project**

Cllr J Ashton provided an update that the Orchard has now been fully pruned.

**Action – Cllr J Ashton to prepare a report for the next Environment Committee meeting.**

**ENV2223/23 Penithorne Green**

Cllr G Dixon advised on discussions with the Warden regarding the possibility of planting cherry trees on the boundary. This could be done in partnership with the Baildon Tree Planting Project.

**Action – Cllr G Dixon to discuss this further with the Warden.**

**ENV2223/24 Committee Budget**

Brief discussions were had regarding the budget.

**Action –The Clerk, in consultation with the Warden, to obtain an annual report regarding Baildon Green and Clean detailing and breaking down work done, the amount of jobs and costs since the start of the contract until the end of August 2022.**

**Action – The Warden to provide a general report providing an overview of the variety of work undertaken throughout the year.**

Budget noted.

**ENV2223/25 Promotional Opportunities**

The BHCC Manager to provide promotional material for the newsletter.

**Action – Once the consultation dates have been finalised, Cllr P Sharkey to write a piece on Jenny Lane Playground.**

**ENV2223/26 To Notify The Clerk of Any Item for Future Agenda**

See actions as above.

**ENV2223/27 Next Meeting Date**

The next meeting of the Environment Committee will be on Tuesday 18th October 2022. Venue TBD.

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