

Item 6a



Killamarsh Parish Council

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MINUTES OF THE ENVIRONMENT AND CLIMATE CHANGE COMMITTEE HELD ON WEDNESDAY 14 JUNE 2023

Those present :

Chair : Cllr W Tinley

Councillors : Cllr S Clough, Cllr C Lacey, Cllr H Laws, Cllr J Sherman, Cllr J Windle

Officers : Mrs G Blank, Mrs J France

ENV121 Chair's Announcements

The Chair welcomed everyone to the meeting.

ENV122 Apologies for Absence

All Members were present.

ENV123 Declaration of Disclosable Pecuniary & Other Interests

a) To receive declarations of disclosable pecuniary interests and personal and prejudicial interests from members on matters to be considered at the meeting in accordance with the Localism Act 2011 (section 30 to 33). Officers are required to make a formal declaration about council contracts where the employee has a financial interest in accordance with the LGA 1972, s117.

None received.

b) To receive, consider and record Councillors requests for dispensation (Section 13 Localism Act 2011) in connection with items on this agenda. Applications for this must be made in writing to the Clerk prior to the meeting.

None received.

ENV124 Adjournment for Public Participation

- To adjourn the meeting for 15 minutes to allow members of the public 3 minutes each to make representation on the business of the agenda for the meeting. No resolutions can be made under public participation.

A member of the public asked if agenda packs could go on the website prior to the meeting.

A member of the public asked when collective decision making had been abandoned by the Council with regards to the Village Green parking complaints. This was related to a conversation she had with the manager of the West End Public House who had been under the impression that she was the only person complaining about parking on the Village Green, when in fact she had had several residents complaining to her. Cllr Clough said that parking on the Village Green was a sensitive issue to the Public House, who did not want to distribute leaflets saying no parking, as there was a chance it would deter customers. The Deputy Clerk said a 'No Parking' sign was on order and she had visited the Village Green recently and there had been no indication that anyone had been parking on there, but that the office would monitor the situation.

A member of the public summarised a letter she had sent to Members of the Council regarding

grass cutting and decorations on graves at Killmarsh Cemetery. Cllr Laws said that he was a Councillor when the cemetery opened and he used to make sure everything was kept in a good state. He suggested that there should be a Councillor who took responsibility for the cemetery, but the Clerk pointed out that no individual Councillor could be delegated that responsibility, it had to come under the committee as a whole.

ENV125 Exclusion of the Press and Public - Public Bodies (Admissions to Meetings Act) 1960

- To consider and resolve any agenda items that require the exclusion of the Press and Public in accordance with the Public Bodies (Admission to Meetings) Act 1960 for matters appertaining to confidential or exempt information.

RESOLVED: That Item 12 should be in closed session due to quotations for works being discussed.

ENV126 Minutes from the previous meeting

a) To approve the draft minutes of the meeting held on 15th March 2023.

RESOLVED: That the minutes of the meeting held on 15th March 2023 are a true and accurate record.

b) To receive an update on any ongoing issues not covered as an agenda item.

The Deputy Clerk provided a report for the Committee on the following:

Benches

A new bench has been fitted on the plinth at the junction of Delves Road and Cherry Tree Drive. Two new benches have been fitted at Linear Park.

Defibrillators

A community awareness session has been arranged for the morning of Tuesday 27th June with East Midlands Ambulance Service. Costs for the replacement pads and batteries for the defibrillators are as follows:

Mindray Battery - £244 plus VAT– 4/5 year life - Mindray Pads - £57 plus VAT– 4/5 year life.

Norwood Play Area

The play area has been completed and was handed over to the Parish Council on Friday 26th May 2023.

A new litter bin has been ordered and NEDDC have fitted a lock to the maintenance gate. We will be putting up signs saying no dogs or motorised vehicles. The office is looking into a dropped kerb at the main entrance to the playground to aid wheelchairs and pushchairs.

Planting

Summer planting is due to be installed week beginning 5th June in the planters and hanging flower troughs that will be fitted to 45 lamp posts. The planter from the precinct will be moved to accompany the new bench at Delves Road and will be replaced with a pole and hanging flower trough.

Speed Indicator Devices

The Licence has now been received from DCC to erect the SIDS. The devices are on order and we are awaiting an installation date.

Time capsule

Pictorial details of the location of the time capsule buried in the Memorial Gardens are stored digitally. A search for the original print copies and related information will be undertaken when the Parish Council archive is inspected.

Tree inspection

A tree inspection was undertaken on 31st March by Anderson Tree Care and we are awaiting the full report and recommendations. The areas inspected were – Birchlands, Belkline, Linear Park, Sports Field, Memorial Gardens and the Village Green.

ENV127 Appointment of a Vice Chair

Cllr C Lacey proposed Cllr Laws to be the Vice Chair. This was seconded by Cllr Windle and all were in favour.

RESOLVED: That Cllr Harold Laws is appointed as Vice Chair of the Environment & Climate Change Committee.

ENV128 Allotments

a) To update the new committee on the current position with the Parish Council allotments

The Deputy Clerk provided the following report to the Committee:

The Parish Council has two allotment sites - Station Road with 22 plots and Belkline Drive with 20 plots. The plots are let on an annual basis for a current fee of £25 per annum, bringing an annual income of £1050. Allotment plots are in high demand with a current waiting list of 33 with the first person on the list having been waiting since August 2020.

A site visit/inspection takes place on a monthly basis where possible, when the Deputy Clerk and Handyperson check that each plot is in a good state of use/cultivation. If any plots are not reaching the expected standard then the plot holder is initially contacted on an informal basis by telephone to ascertain whether there are any issues that have affected their allotment maintenance. There would then be a follow up check at the next site visit. Where possible any issues are sorted out in an amicable manner by encouraging the plot holder to give up the plot if it seems clear that they cannot devote enough time to keep it in good order. If there are no improvements then a formal 'Notice to Improve' letter is sent out by email or post, giving the plot holder a specified amount of time e.g. one month, to make the required improvements. If no improvement is subsequently made then a 'Notice to Quit' letter is sent.

The site visits/inspections over the last 18 months have resulted in significant improvements to the allotments as there were several plots that were not tenanted as they were completely overgrown, which have now been cleared.

In 2022 the E&CC Committee started a search for an additional allotment site in Killamarsh. Birchlands Park was suggested as a potential site and a small-scale public consultation was undertaken with the households in the area surrounding the park. The feedback received from the local residents was unanimously not in favour of having allotments at Birchlands for reasons such as anti-social behaviour, parking issues, taking away space used by children to play or by dog walkers.

The office has recently asked NEDDC if they have any land available in Killamarsh where allotments could be created and they said no. The office has asked the same question of DCC and is awaiting a response. The Parish Council may want to consider a lease of private land in the future if appropriate.

In 2021/22 the Parish Council provided compost bins to all allotment tenants who required one, in order to encourage good environmental and waste management.

One of the most common sources of complaint from allotment holders is that there is no water available on site, which can be very problematic in dry spring and summers. This may be something that the Parish Council would like to consider in the future.

b) To consider and approve the amended KPC17 Allotment Policy

There were three amendments to consider, which were: Confirming that well-behaved dogs are allowed onto an allotment plot; adding a clause stating the minimum percentage of an allotment

plot that should be under cultivation; adding a clause regarding water butts.

RESOLVED: That the amended KPC17 Allotment Policy is approved.

ENV129 Cemetery

- a) To consider the draft SLA sent by NEDDC and to decide on any further action.
- b) To consider and approve the offer from Mark Hewitt to maintain the grass at the cemetery.

Items 9a and 9b were discussed together.

The grass cutting at the cemetery was discussed and it was decided no firm decision could be made on the SLA until the grass cutting issue had been resolved and until a further breakdown of figures had been received from NEDDC. Cllr Tinley said she had spoken to NEDDC who has said that it was possible to add taking away the grass cuttings into the schedule, which the Parish Council were unaware was an option.

A member of the public who had been liaising with Mark Hewitt with regards to his offer to do some grass cutting and clearing at the cemetery confirmed that his offer was to do any additional cuts and tidying up of the grass in between the normal maintenance schedule, and not to take on full responsibility for the grass cutting. She had asked him to provide his insurance and equipment operation certificates and was chasing this up.

Cllr Tinley suggested it would be useful to have a separate Working Group meeting to discuss the cemetery in more detail.

RESOLVED: To ask NEDDC for a quote to remove the grass cuttings from the cemetery.

RESOLVED: To obtain quotes from alternative grounds maintenance companies.

RESOLVED: To arrange a Working Group meeting of all Committee Members to discuss the cemetery issues in greater detail.

- c) To consider a complaint from a resident that people are using the standpipe in the cemetery to fill their water containers up on a regular basis and decide on any further action.

The water bills for the cemetery had doubled recently and fitting a regulator valve or similar was discussed to slow down the flow of the water to deter anyone from filling large containers of water for their own personal use.

RESOLVED: To obtain advice and a quotation from a plumber on restricting the water flow from the stand pipe.

ENV130 Community bus

- To consider the suggestion by Cllr C Lacey to bring back a community bus to Killamarsh.

Cllr Lacey explained for those that were not aware how the community bus that the Parish Council used to provide worked. It was run by a separate company hired by the Parish Council to transport elderly and vulnerable residents from around Killamarsh to the Precinct for the market, initially every Tuesday and Thursday and then on Thursdays only. The service was halted in 2019 due to an increase in costs by the company who provided the service. Cllr Lacey would like the Council to consider bringing back a community bus, by either purchasing or hiring a suitable vehicle, and employing drivers. She believes the service would be really useful for residents who cannot easily access public transport, and who may want to visit the village centre, Crystal Peaks or community events at the Hub.

Cllr Tinley mentioned a service called Derbyshire Connect that operates in NE Derbyshire and provides transport to health care appointment or shopping destinations for people unable to use conventional buses because of age, disability or because they live in areas where public transport is

limited. For example there is a bus available to residents on Thursdays that goes to Morrison's at Staveley. Residents have to contact the organisation to request a pick up and the return fee is currently £3.80 or free with a gold card.

Cllr Lacey said she would still like the Council to consider having it's own community bus and Cllr Laws agreed it would be a good idea.

The Clerk said that full costings would need to be sought and also wondered how well-used it would be?

RESOLVED: It was resolved that further work needed doing on the costs of buying or leasing a suitable vehicle and employing drivers, or hiring a company to run the service. Feedback would also need to be sought on if residents would use a community bus.

ENV131 Neighbourhood Plan

- To agree a date for the initial meeting of the Working Party to work with Andrew Towleron Associates on the Neighbourhood Plan now that Killamarsh has been accepted as a Designated Neighbourhood Plan Area.

RESOLVED: It was agreed that Tuesday 27th June at 6pm was a suitable date and time for an initial meeting, and for the Deputy Clerk to contact Andrew Towleron to confirm.

ENV132 Future planning and budget allocation

a) To consider and prioritise the short and medium term committee projects, including cost implications:

The list of projects were discussed and it was decided to prioritise the following for 2023/24:

1. CCTV (Three quotes have been received and will be discussed at the next meeting)
2. Cemetery gates automation (costs agreed by Committee on 15th February 2023)
3. Play equipment at Birchlands (quotes to be obtained)
4. Purchase of a Parish vehicle (quotes to be obtained)
5. To consider an area at Belkline playing fields for some additional allotment plots

RESOLVED: To prioritise the five projects listed above for 2023/24

For the rest of the projects the following was decided:

- Church Clock restoration - to wait for the outcome of the grant application
- Memorial Gardens development - to ask the handy persons or Killamarsh Conservation Group to tidy up the beds and to seek a quote for some shrubs or roses in the centre space where the cherry tree used to be.
- Community bus - further research and costings needed
- Development of a playground at Highmoor - to further research when the priorities list is completed.
- Climate Change policy and action plan - to further research when the priorities list is completed.
- Linear Park development - agreed that at this point it just needs NEDDC to cut the verges as per the maintenance schedule

b) To agree the 2023/24 priorities and to consider any additional budget requirements to recommend to Full Council

RESOLVED: To recommend to Full Council that the cemetery gates be automated, including the

cost of installing an electricity supply (costs to be confirmed prior to Full Council due the time period from the quotes being received)

ENV133 Items for discussion for a future agenda

- A plaque at the wildflower area at Linear Park (Cllr C Lacey)
- Parking on Bridge Street (Cllr Laws)
- The footpath at Belkane playing fields that belongs to DCC (Cllr Windle)
- CCTV quotes

ENV134 Date of the Next Council Meeting

a) The date of the next meeting on the Environment & Climate Change Committee is 12th July 2023

b) To consider and approve the starting time for future meetings of the Environment & Climate Change Committee

RESOLVED: It was agreed that future meetings would start at 6.30pm.

The meeting closed at 8.16pm

Item 6b



Killamarsh Parish Council

UPDATE REPORT

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|-----------------------|---|
| TO: | Members of the Environment & Climate Change Committee |
| DATE: | 12 th July 2023 |
| SUBJECT: | Information about ongoing issues not included on the agenda |
| REPORT AUTHOR: | Judy France [Deputy Parish Clerk] |

Information about ongoing issues not included on the agenda

Purpose of Report: To update members with information about ongoing issues not included on the agenda

2023/24 Top Priorities

1. CCTV – on agenda
2. Cemetery gates automation – update below
3. Birchlands play equipment – on agenda
4. Purchase of parish vehicle – not started
5. Additional allotments at Belkline – not started

Future projects

Church clock restoration – on agenda
Memorial gardens development
Community bus
Playground at Highmoor
Climate change action plan

Allotments

Two tenants have recently given up their plots at Belkline and the plots have been re-let. The current waiting list is 30 people.

Bench at Delves Road

NEDDC have agreed to install a bin near to the new bench.
The planter from the precinct will be moved up shortly.

Birchlands

The path through the site that was very overgrown has been cleared and re-instated making it more accessible for wheelchairs and pushchairs. This will need to be an annual piece of work to include in any future grounds maintenance contracts.

Cemetery Gates automation

This has been approved but there are quite a few stages to it which are in progress, and need to be in the following order:

1. A brick built cubicle to house the meter needs erecting
2. National Grid will then install the supply

3. An electricity company will fit the meter
4. An electrician will do the additional wiring to enable the connection
5. Finally the automation will be fitted to the gates

NB. To note that there will be additional costs occurred for the installation of the brick built meter cubicle and for an electrician to do the wiring.

Cemetery tap

A restrictor valve is being fitted to slow down the flow.

Grounds maintenance

In the light of the issues surrounding grass cutting at some of the Parish Council parks and open spaces this season we are seeking alternative suppliers and quotations for grounds maintenance for 24/25.

Norwood Play Area

The notices that were put up to say no dogs or motorised vehicles have been taken down, so we have asked NEDDC to create and put up an appropriate sign.

We are in the process of getting quotes for the dropped kerb at the entrance and we then have to apply to DCC for permission to carry out the work.

Speed Indicator Devices

The Licence has now been received from DCC to erect the SIDS. The devices are on order and we are awaiting an installation date.

Tree inspection

A tree inspection was undertaken on 31st March and we are awaiting the report and recommendations. An inspection from an alternative supplier as a comparison took place on 3rd July.

Village Green

Two no parking signs have been erected.

Item 7



Killamarsh Parish Council

Update Report

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|-----------------------|---|
| TO: | Members of the Environment & Climate Change Committee |
| MEETING DATE: | 12 th July 2023 |
| SUBJECT: | Installation of play equipment at Birchlands Park |
| REPORT AUTHOR: | Judy France, Deputy Clerk/Hannah Johnson, Business Apprentice |



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| Purpose of Report: To consider the quotations received to install a piece of play equipment at Birchlands Park |
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The office were asked to look into the cost of supplying and installing a piece of natural looking wooden or wood effect play equipment at Birchlands Park.

The quotes received are as follows (all exclusive of VAT):

Quote 1: £29,891.58 including grass matting surfacing and installation OR £37,822.20 including bonded rubber mulch surfacing and installation.

Two-tower structure with wide variety of climbing, sliding and balancing attributes. Ideal for ages 4+. The platform can also be accessed by the stairway which is designed to make it accessible from a walker/wheelchair. Made from sustainable sourced wood and environmentally friendly paint. Roof and panel components available in green (as pictured) or natural wood colouring to tie the wood effect in.

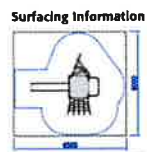
Awaiting an external quote for bark, however, the company have stated it will be more expensive.



Quote 2: Option 1 (budget quote subject to site survey) - £7,760 including quote for safety grass matting surface and installation (subject to change of surfacing decision).

Single slide with fireman pole and two main points of access including a climbing net and twisted logs. Slide and panels available in dark forest green (as pictured).

Awaiting quote on bark/similar recommended surfacing.



Unit Dimensions
 Length: 4m
 Width: 3.5m
 Height: 2.4m
 Critical Fall Height: 1.2m



Glacier Single Slide

Packed with play value, the Glacier Slide features a single slide, a firemans pole and two main points of access; a twisted log approach and a scramble net. Manufactured using smooth planed laminated timber poles, slide with stainless steel bed, Stainless Steel firemans pole and powder-coated D-Handles and durable nets made using steel core rope.



OR Option 2 (budget subject to site survey) - £9,966 including quote for safety grass matting surface and installation (subject to change of surfacing decision).

'EAGLE' PLAY TOWER OUTSTANDING PLAY VALUE

Structure with multi-climbing access points and interactive climbing attributes. Available in all colours shown or singular colour for roof and details.

Awaiting quote on bark/similar recommended surfacing.



Quote 3: Option 1 - £14,322.24 including supply and installation of grass mats (quote subject to change of installation decision and surface changes).



Structure including multi-climb access points for age range 2+. Includes mini climbing ramp and larger climbing wall. 'Shop' panel included below the slide to encourage pretend play. Wooden looking panels with yellow panels pictured also available in red, beige or green.

Awaiting quote on bark/similar recommended surfacing. Quote 3 company suggests bonded rubber mulch. Although more expensive, it offers fall height protection. Awaiting external quote for this surfacing.

Or Option 2 - £15,499.84 including supply and installation of grass mats (subject to change of surfacing decision).



Wide range of play equipment included in the structure, including one area for access to the slide. Rear side shows a variety of climbing attributes. Suitable for ages 2+. Similar to option 1, option 2 includes 'shop' panel to encourage pretend play.

Awaiting quote on bark/similar recommended surfacing. Quote 3 company suggests bonded rubber mulch. Although more expensive, it offers fall height protection. Awaiting external quote for this surfacing.

Awaiting external quote for the changing of the metal steps to a curved wooden ramp (as pictured) for a more natural final look. Also awaiting a quote for a rope ladder access point.



Curved Wood Ramp • 1,50



Killamarsh Parish Council

Update Report

| | |
|-----------------------|---|
| TO: | Members of the Environment & Climate Change Committee |
| MEETING DATE: | 12 th July 2023 |
| SUBJECT: | CCTV |
| REPORT AUTHOR: | Judy France, Deputy Clerk |



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| Purpose of Report: To consider the quotations received to install CCTV in Killamarsh. |
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Cllr Clough and Cllr Tinley met with three companies to discuss CCTV requirements, to include 6 cameras installed in specified locations, which zoom and tilt and are managed remotely via an app.

The quotes received are as follows (all exclusive of VAT):

Quote 1: £5,692. Includes 3 years warranty and support. SIM cards would need to be provided in addition. There is an option of a £55 per month maintenance agreement which would include SIMs, data, an annual service, any ongoing maintenance and a lifetime warranty while the agreement is in place.

Quote 2: £13,410 (includes SIM cards to enable remote access). Cost covers 2 years of connectivity.

Quote 3: £24,000. Includes 1 year warranty.

Recommendation

That Quote 1 be considered for approval and recommendation to Full Council, with the inclusion of the SIM cards and the maintenance agreement.

A grant application to be made to Derbyshire County Council to fund the majority of the cost, with 10% match funding being required (grant funding deadline 31st July 2023).

Item 12



Killamarsh Parish Council

Update Report

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| TO: | Members of the Environment & Climate Change Committee |
| MEETING DATE: | 12 th July 2023 |
| SUBJECT: | Cemetery Working Party meeting 5 th July 2023 |
| REPORT AUTHOR: | Judy France, Deputy Clerk |



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| Purpose of Report: A summary of the Cemetery Working Party Meeting on 5 th July 2023 |
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- The WP discussed complaints with regards to the grass cuttings left in situ at the cemetery. Cllr Tinley said that NEDDC had recently informed her that they could take away the cuttings and she had asked the Parish Office to contact NEDDC for a quote to do this. The Deputy Clerk confirmed this had been done and has been chased up this week, but the quotation was not as yet available. **The WP agreed a 14 day deadline to receive the required information.**
- The WP discussed the SLA and the fact that a breakdown of costs for the cemetery management and maintenance has still not been received from NEDDC. **The Office was asked to chase this up again.**
- The offer that had been made from Mark Hewitt via another resident was discussed and the Deputy Clerk confirmed that as of yet, no official offer or provision of insurance certificates had been received by the Office. Cllr Laws volunteered to contact Mark Hewitt and ask him to let the Office know what he was proposing he could do at the cemetery and to ask him to send through the appropriate insurance documents. **The WP agreed a 14 deadline to receive the required information.** If/when the information has been received the formal offer would need to be agreed by Full Council and by NEDDC who manage the cemetery.
- Graves in the cemetery that do not conform with the documented cemetery rules were discussed. **The Office was asked to get in touch with NEDDC to ask them to send letters where necessary** informing people of what is allowed/not allowed on a grave plot.
- Some old planters near to one of the benches were highlighted and Cllr Laws offered to do weekly checks at the cemetery and to inform the office of anything that needed addressing.
- Some headstones that were leaning were discussed and the Deputy Clerk said she had spoken with NEDDC about this and they were going to do an inspection.
- The Deputy Clerk confirmed that a plumber has been asked to fit a valve on the cemetery tap to deter people using it to fill up large containers of water to take off site for personal use.
- **The working party agreed to hold another meeting in three weeks time.**