**Kimberley Town Council**

Minutes of a meeting of the **Estates and Environment Committee**, Kimberley Town Council, held on **Thursday 10th March 2022** in the Committee Room, Kimberley Parish Hall, Newdigate Street, Kimberley, Nottinghamshire. The meeting commenced at 7.00pm.

**Present:** Cllr S Boneham Cllr N Doherty – Chair Cllr J Dymond

Cllr T Rood Cllr I Wilson

 Asst to Town Clerk - J Darbyshire

Members of the public - None

EE/22/94 **Apologies for absence**

None received.

EE/22/95 **Declarations of interest**

None.

EE/22/96 **Minutes**

The minutes of the meeting of the Committee held on the 10th February 2022, having been circulated to all Councillors, were taken as read subject to an amendment to the wording in EE/22/86. The meeting adopted the minutes as a true and accurate record and approved their signature by the Chairman at a future convenient date.

EE/22/97 **Report upon action taken from above minutes**

* Cllr N Doherty has established there is not a greener phone and broadband provider. He suggested we sign up to the new 24 month offer from TalkTalk. To take to next Full Council meeting.
* The proposal for the new Chapel sign is to be taken to the next Full Council meeting.
* We still need to see Broxtowe Borough Council’s lease agreement for Millfield Allotments. Suggested we ask Broxtowe Borough Council for some financial help if we decide to keep them. There are some trees that need cutting down, some of which are on plots. Cllr J Dymond suggested the boundaries should be maintained by the plot holders. Cllr I Wilson stated Millfield Allotments are not currently in the grounds maintenance programme. He is to arrange a site visit with Steve Walters to discuss the bigger jobs. Cllr T Rood to see if he can find out from Broxtowe Borough Council if there are any plans to build on the allotments in the future.
* Cllr J Dymond is compiling a file for Robert Barber Solicitors in respect of the Stag Recreation Ground registration. Cllr T Rood will arrange a meeting with the FA to discuss requirements.
* Risk Assessments to date have been checked by Cllr E Tansley, it will be an ongoing requirement.

EE/22/98 **Public question time**

 None present.

EE/22/99 **Grounds Maintenance**

Cllr I Wilson has compiled a Grounds Maintenance programme for the whole year, excluding Millfield Allotments and Kimberley Town Centre. Knowle Hill Allotment hedge cutting has been completed by Steve Walters. Most of it can now be maintained by Kimberley Town Council’s Caretaker/Handyman/Gardener. The spring/summer programme needs starting now, with work scheduled each week and progress monitored by the Clerk throughout the season.. All jobs Broxtowe Borough Council should be doing must be left for them. The Clerk to obtain a list from Broxtowe Borough Council of all of their responsibilities. It was suggested an external cleaner is sought for the Parish Hall.

EE/22/100 **Legionnaires Checks**

A summary of tasks needing to be carried out was previously circulated by Cllr N Doherty. Cold water needs to be below 20°. Hot water should be checked monthly for temperature. Needs running through before use if it hasn’t been used for some time, it’s not necessary if it’s in continuous use. It needs flushing through at the beginning of the season at the Football Club. Cllr N Doherty to send a summary of checks needed to the Clerk. To be included in ongoing maintenance plans and notified to relevant clubs.

EE/22/101 **Notice Boards and Planters**

Cllrs N Doherty and S Boneham will do a tour of the notice boards to check what maintenance is needed. Suggest communities/residents maintain the troughs themselves. If they are not going to be maintained regularly then they need to be emptied.

EE/22/102 **Graffiti at Stag Play Area**

 The graffiti has now been removed.

EE/22/103 **Buildings Maintenance Plan**

Cllr I Wilson has done a comprehensive plan consisting of a checklist and space for notes. It is likely it will need amending as it is worked through. The areas covered are the Parish Hall, the flats, Bowls and Football Clubs and the Chapel. To be carried out in April and October. Cllr T Rood does the Chapel regularly so most things should be done there. Cllrs T Rood, N Doherty and S Boneham have volunteered to help, hopefully more volunteers will come forward.

EE/22/104 **Storage Space at Stag Ground**

Nobody has a problem with Cllr N Oakden renting the unused space at the back of the Bowls Club. May need to move if a new pavilion is built in the future. Cllr N Doherty to draw up a proposal for the next Full Council meeting. If agreed, the Clerk to draw up a rental agreement.

EE/22/105 **Tree Planting for Platinum Jubilee**

To be planted at 9.00am on Friday 11th March, with a plaque added at a later date.

EE/22/106 **Knowle Park Project**

It has been established that Knowle Park is Common Land. It should still be possible to obtain grants and add play equipment, etc with the Common Land registration documents. Also suggested Broxtowe Borough Council and Nottinghamshire County Council be asked to contribute and some possible funding from the National Lottery. It needs to be sturdy, low maintenance equipment. More equipment is needed for the five to eleven age group, the addition of a cycle track, improved flooring and additional seating for parents. Cllr S Boneham has been looking at various brochures for play equipment. All companies look to be similar prices and standards. Cllr I Wilson suggested there may be a need for architectural plans and surveys, could possibly get further advice from Broxtowe Borough Council.

EE/22/107 **Remembrance Day Poppies / Silhouettes**

 Request a sample for the next Full Council meeting.

EE/22/108 **Health and Safety Representation**

It was agreed we do not need to use any external representation, can be kept in-house.

EE/22/109 **Environmental**

 Nothing to report.

EE/22/110 **Business Rates Saving**

We have already been given a substantial discount so no further action is required.

EE/22/111 **Feedback to Full Council**

Cllr N Doherty is do do a short report to Full Council. Items to be included:- 1) Information on Common Land status, 2) Cllr N Oakden to rent some storage space behind the Bowls Club, 3) Update on Chapel Heritage Board.

PR/22/112 **Dates of next meetings**

HR – Thursday 24th March 2022

 Full Council – Thursday 31st March 2022

 Estates & Environment – Thursday 7th April 2022