



Minutes of the Bradford on Avon Town Council Environment & Planning Committee
Held in the Town Council office, St Margaret's Street, Bradford on Avon
On Tuesday 28th May 2019 at 7.00 p.m.

Present:

Cllr A Kay (Chairman)
Cllr J Parker
Cllr D Newton
Cllr E Franklin
Val Baker (Administrator)
Lydia Booth (Communications Officer)

Members of the Public:

John Pearce – Bradford on Avon Plastic free
Nigel Gerdes – Bradford on Avon Climate Friendly
Liz Stephens, Rowena Quantrill and 12 others

74. Apologies:

Cllr Tom Lomax

75. Declarations of interest

There were none.

76. Minutes

It was proposed by Cllr Parker seconded by Cllr Newton and with all in favour **RESOLVED** to approve the minutes for the 3rd April and the delegated minutes of meeting for 16th April 30th April and 15th May 2019 as a true record and signed by the Chairman.

77. Vice Chairman

It was proposed by Cllr Kay seconded by Cllr Newton and with all in favour **RESOLVED** that Cllr Parker be elected as Vice Chairman of the Environment and Planning Committee.

77. Non-Councillor Membership

It was proposed by Cllr Kay seconded by Cllr Newton and with all in favour **RESOLVED** that one representative (to be named on attendance of meeting) from Bradford on Avon Climate Friendly be adopted as a Non-Councillor to the Committee.

78. Planning Applications

- (i) It was proposed by Cllr D Newton seconded by Cllr Franklin and with all in favour **RESOLVED:** to forward the planning recommendations on the attached sheet to be sent to Wiltshire Council.
- (ii) Delegated Decisions – There were none.

79. Correspondence relating to planning applications to be considered at this meeting

There was none.

80. Chairman's report

The Chairman's report is attached to these minutes.
She reported that the three water fountains had been received and installation of such would be any day. She added the Ruth Warren from the Doghouse was considering water bowls for the project. A full Chairman's report (attached)

81. Plastic Free Accreditation status

The certificate awarded to the Town Council for achieving Plastic Free Status was noted.

Cllr Kay said she had forwarded the draft of update of Terms and Conditions of rental to Council Officers to adopt in light of Plastic-free and Climate Emergency status; John Pearce asked if this accreditation applied to all green spaces within Bradford on Avon. This was confirmed by the Chair. Further, an environmental and ethical investment statement has been drafted by Cllr Newton to go before FTC next week.

82. Climate Emergency Motion (CEM) actions

The Chair reported that the CEM was passed unanimously at Full Council back in March with a pledge to make Bradford on Avon carbon neutral by 2030. A Draft action plan scribed by the Chair had been circulated to members prior to the meeting as a 'starting point' to implement actions. It was her intention to keep it 'brief' at this stage in order to make it accessible to all. She added that this was not an exhaustive list and welcomed input from Climate Friendly, Plastic Free and other groups like the Preservation Trust, BOA Heritage and other Community Groups. Rowena Quantrill suggested adding Water Management to the draft along with other suggestions made at the meeting. Cllr Kay emphasised that this pledge is not wholly the responsibility of the Town Council to implement this challenging project and that there is a need to engage with the whole community. Everyone needs to invest and support this venture for success. She reported that an updated version will be circulated to groups, incorporating the many recommended suggestions already received. The various representatives who attended the E & P meeting agreed to provide their email addresses for the setting up of the Steering Group. Cllr Kay said that this group should include all interested groups within the community and should not be a duplication membership of Climate Friendly.

Jane Jones, Friends of Holy Trinity had agreed too, for the Climate Emergency Steering group.

Cllr Newton will contact Schools and Youth Groups for Steering reps; CFBOA mentioned there is Sustainability group at St Laurence School; Cllr Parker offered to check with Dementia Friendly for ways of engaging with older and vulnerable people.

Lydia Booth gave an overview of the Town Council Facebook following, reporting that there had been a 535% increase over the past 18 months. She explained that this medium received positive interaction with comments concerning Council business/events and news. It was a productive way, in addition to the more traditional way of communicating via notice boards and newsletters, to engage with the community; to encourage, provide ideas and suggestions and give Town Council examples on how the electorate could meet the 2030 Climate Emergency Motion. Lydia also said the Environment website pages are not complete yet, and would need carefully thought out content, which will be developed as we mature plans with the Steering Group.

83. Management of verges for the benefit of Wildflowers and insects

A report from Dorset Council had been circulated to members with the Agenda providing information about a trial to encourage wildflowers in roadside verges. This could be achieved by cutting verges just twice year (March and July), but imperative that the cuttings be removed to provide future reproduction of seeds. Members were in favour of this as part of the 2020 Bradford in Bloom. It was **agreed** that Cllrs Kay, Franklin and Liz Stephens liaise with Wiltshire Council Highways when the Wiltshire Council contract ceases, and the responsibility of verges could be passed to Bradford on Avon Town Council. Liz Stephens agreed to include us in an email for next stage.

84. Community Fridge

Cllr Kay reported that Planning application was not required as it came under permitted development and had been approved by WC Conservation Officer. A suitable location had been agreed beside St Margaret's Hall and the BOA Planning Consultant was providing a plan to protect and cover the fridge. It was envisaged that the fridge be in situ by the end of June. This had been discussed with Preservation Trust planning representative. This is a waste-minimisation project.

85. Correspondence to note

- (i) The letter sent to Wiltshire Council concerning the Shepherds Hut at 7a Kennet Gardens and their reply was noted.
- (ii) The magazine received from Campaign to Protect Rural England was made available at the meeting.

The meeting closed at 8.30 p.m.

APPENDIX 1

QUESTION TIME OPEN TO THE PRESS AND PUBLIC

Rowena Quantrill reported that she had a contact at Bath University who may be of help when implementing the Climate Emergency.

Martin Newman complained the Agenda was not on the BOA website and error 404 was noted – Lydia Booth responded and resolved the error immediately.

Chris Hogg asked enquired if any progress had been made about the Skate Park in Poulton Field. He further asked if the field between Poulton and Fitzmaurice Primary School had been included in the Wiltshire Council assets list, as this area could be a designated a wildflower meadow. This would maximise biodiversity. Cllrs Kay and Newton said that BOATC were interested and would like to have a biodiversity ethos for all Council greenspaces/verges etc.

Chris Hogg suggested setting up a 'Critical Friend' for the Climate Emergency Motion to provide 'feedback'.

Wendy McCrae asked if a representative could be nominated to contact the 'quiet and unheard' groups for the Climate Emergency Steering group.

Environment

1. SMH and BOATC carbon-neutral and other environmental actions
 - a. Draft (from John Pearce and P-F steering group) guidelines for rental conditions of SMH and all other BOATC run/owned properties concerning plastic-free standards: forwarded to Hall Manager and Asset Manager.
 - b. Draft environmental standards for BOATC business, to include receiving grants, awarding tenders for work and investment ... to reflect on our Carbon neutral and Plastic-free position, for FTC to adopt asap (2 June?)
 - c. Consider further heat storage measures at SMH; check gas usage? Sun Amp presentation: develop this as a project.
2. Plastic free accreditation.
3. Climate Emergency Motion passed unanimously as FTC in March (shortly after same passed at Wiltshire Council) with Carbon-neutral target by 2030.
4. Letter sent to Baroness Scott expressing eagerness to working with them towards that aim after FTC; - No reply received to date
5. BOA Drinking Water Fountain Project:
 - a. 3 fountains purchased and installation to start any day now.
 - b. Ruth from the DogHouse is considering offering water bowls for project.
6. Waste minimisation: Community Fridge location; permitted planning on SMH which would enable access solar power, Conservation Officer approved; discussed with Pres Trust: Fridge maybe delivered next month; TC getting costings.
7. Petition against netting hedgerows and trees as a developers work around https://petition.parliament.uk/petitions/244233?fbclid=IwAR2J--6d6bVx1-0QsONuy8isB1NcZVnmrHn_Bt87q9l_13QKKEFJCgSqQM4
 - i. This was discussed in Westminster last month.

Planning

1. Correspondence about the poor LEMP enforcement at Bellway development from Brian Elliott.
2. Westbury House Gardens possible modification: Planning approved; costings being acquired for FTC consideration in near future.
3. Preservation Trust to enquire whether the Town Council would be able to match fund with the Preservation Trust to contribute towards the cost of external repair and restoration works to the Girl Guides HQ in Church Street and the Town Club in Market Street. Discussion with Rosie MacGregor 28/5/19

EXAMPLES: of how the Town Council could promote the Emergency Climate Pledge

- Bunting project – fun activity with multiple payoffs: local economy, local tourism, more photos to share and post, group promotion, challenging people to think about what aspects of climate change issue to highlight, potential media coverage enabling further message spreading AND example of how a population and council can work together on the issues – inspirational to other towns (locally, nationally, perhaps even globally)

Council	Population (2011)	Facebook Followers	% of population
Bradford on Avon Town Council	9,402	1677	18%
Calne Town Council	17,274	2897	17%
Melksham Town Council	19,357	2733	14%
Frome Town Council	26,203	3478	13%
Marlborough Town Council	8,092	1022	13%
Corsham Town Council	12,378	1238	10%
Salisbury City Council	40,302	3648	9%
Westbury Town Council	16,989	690	4%
Chippenham Town Council	45,337	1609	4%
Wiltshire Council	470,981	7515	2%
Bathnes Council	176,015	1854	1%

BRADFORD ON AVON TOWN COUNCIL
 PLANNING APPLICATIONS CONSIDERED AT THE DELEGATED ENVIRONMENT & PLANNING
 COMMITTEE MEETING ON TUESDAY 28TH MAY 2019

Town Council reference 1
 Ward BRADFORD ON AVON SOUTH
 Planning Application Number 19/02670/LBC
 Type of application LBC
 Date to comment 07.06.19
 Town Council meeting date 28.05.19
 Case Officer Russell Brown
 Applicant Mr & Mrs Wilson
 Address The Old Vicarage, 3 Mason's Lane
 Description of work Proposed installation of slimline heritage double glazing into the existing frames
 Town Council recommendation PERMIT - No objections subject to confirmation by the Conservation officer that - no glass of historic interest be removed, enlarging the rebates can be achieved without damage to timber mouldings and pulley weights can be adjusted without adversely affecting the joinery details

Town Council reference 2
 Ward BRADFORD ON AVON SOUTH
 Planning Application Number 19/04522/TCA
 Type of application TCA
 Date to comment 30.05.19
 Town Council meeting date 28.05.19
 Case Officer Beverly Griffin
 Applicant Mr R Gluckman
 Address Holly Tree House, 3 Whiteheads Lane, BOA
 Description of work T1- Holly Tree- Crown raise to 2.5 mtrs and trim all over by 1mtr. Reduce height by 2 mtrs.
 Town Council recommendation PERMIT - No objections - but action after bird nesting season

Town Council reference 3
 Ward BRADFORD ON AVON SOUTH
 Planning Application Number 19/04468/FUL
 Type of application FUL
 Date to comment 10.06.19
 Town Council meeting date 28.05.19
 Case Officer Steve Vellance
 Applicant Helen Crapnell
 Address 6 Leigh Park Road
 Description of work Proposed two storey extension & single storey rear extension and alterations
 Town Council recommendation PERMIT - No objections

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Town Council reference	4
Ward	BRADFORD ON AVON SOUTH
Planning Application Number	19/04881/TPO
Type of application	TPO
Date to comment	11.06.19
Town Council meeting date	28.05.19
Case Officer	David Wyatt
Applicant	Mr M Bishop
Address	Manor Gardens
Description of work	Yew Tree- overall reduction of 1.5m
Town Council recommendation	PERMIT - No objections - but action after bird nesting season