

**Burwash Parish Council**  
**Environment and Maintenance Working Group**

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**Minutes**

This is the agenda for the Environment and Maintenance Working Party meeting taking place on

**Tuesday 19<sup>th</sup> April 2022 7pm**

If anyone would like to include an item for a future agenda, please contact Julian Kenny at

[CLlr.julian.kenny@burwashpc.org.uk](mailto:CLlr.julian.kenny@burwashpc.org.uk)

Attendees: Anne, Antonia, Halina, Sylvie, Helga, Colin, Julian

**1. Apologies for Absence**

Lindsey Green

**2. Disclosures of Interest**

None

**3. Minutes from the previous meeting**

Agreed

**4. Emergency Plan**

The group had reviewed the Sussex Emergency Plan. They suggested that the following points should be included:

- People should be encouraged to acquire several items including: a battery operated/wind up radio, a wind up torch and a portable gas stove for heating water etc.
- Ideally the Parish Council should have a list of vulnerable people, although the GDPR issues with this need to be checked. Ideally, this should include a chain of contact people

It was felt that the Parish Council should look at purchasing a solar charger so that in the event of an electricity outage, people could bring their portable items e.g. phones, to the parish office for charging.

ACTIONS: Julian will type up a draft Emergency Plan and send it round to the group before submitting it to next month's Parish Council meeting. This will include a resolution to buy a solar charger and portable gas stoves. Julian will also check with Emma about holding a list of vulnerable people and GDPR issues.

**5. Jubilee Trees**

As the deadline for planting trees has passed, we will look to do this in the autumn.

ACTION: Julian will contact the groups interested in planting trees to confirm numbers and he will look into tree options available.

**6. Allotments**

Bob and Julian visited Swan Meadow and marked out the plot and there are 9 potential allotment sites (3m x 9m). The Council will pay for the set up of allotments, water, fencing, tool storage area etc and the suggested income of £25 from each of the 9 plots will go to Swan Meadow.

ACTION: Julian will liaise with Emma about submitting a proposal to Swan Meadow

**7. Glover Response**

The group agreed the response to the Glover Report.

**8. Biodiversity report**

Anne has spoken to the Sussex Wildlife Trust (SWT) about a possible updated biodiversity report. As there is no real change since the report was done for the Neighbourhood Plan, we need to report more sightings before an updated report is commissioned. SWT have offered to give a Wild About Burwash talk and guidance on how to add to data for the survey.

ACTION: Antonia will email SWT to get details on what we need to do before the talk and ask what areas we should be looking at surveying, suggestions included the SSSI areas and Burnt House Farm. She will also ask about Tree Preservation Orders.

**9. Next agenda**

Handyman jobs – Colin will send round a list of the jobs highlighting those that he is happy to do.  
The lime trees have all been pruned.

**10. Date of next meeting and time to be agreed – 17<sup>th</sup> May?**