

# **Burwash Parish Council**

## **Environment and Maintenance Working Group**

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### **Agenda**

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

**Tuesday 4<sup>th</sup> October 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

**1. Apologies for Absence**

Anne, Sylvie, Helga

**2. Disclosures of Interest**

None

**3. Minutes from the previous meeting**

Agreed

Colin kindly agreed to follow up on the OFWAT queries

**4. Down Meadow Update**

The Parish Council is still in a legal process about ownership of the land. As the area is in need of management, some work needs to be done. A group of residents did some work clearing bracken recently, but a lot more needs to be done. It was suggested that this group looks at the suggested plan for management of Down Meadow and decides on a way forward at the next meeting.

ACTION: Julian to send round the plan to all group members.

**5. High Street Trees**

The trees were discussed at last Full Council meeting.

As the leaves will begin to drop their leaves in the coming weeks, it was suggested that we look to get a group of volunteers to sweep up the leaves (Berry has informed us that she has 3 x 3sqm bags that we could borrow so that we can take the leaves to the tip). We could see whether the Parish Council would be able to fund a coffee for the leaf sweepers at the Blacksmiths Café.

ACTION: Julian will check with Emma about a date for the pollarding and to see whether the Parish Council will pay for a coffee for the people clearing the leaves.

**6. Emergency Plan**

The group praised Terry for the work that he has done on the plan so far. He informed the group that East Sussex is now chasing local clerks for resilience plans. We need to change the name from Emergency Plan to Resilience Plan to follow East Sussex. Rother does not currently have an Emergency Planning Officer, but we hope that will change soon so that we can check that our plan links with theirs.

We will need to develop reporting lines to be included in the plan. We will need to record all decisions and the decision making processes in the plan. We will have to include a contact person for each area of the parish (including areas outside the 3 hubs) and we should also try to get nominated people to be from varying age groups. Emma has kindly agreed to coordinate and record all details of these processes.

As it is likely that we will need to keep details of telephone contacts will need to decide how this is done and check that it is GDPR compliant.

Terry is going to do a training course so that he can use Parish Maps course so that he can make maps associated with the plan.

Terry has sent out a questionnaire to all possible hubs to find out the facilities and equipment that currently have on site. We need to make sure that each hub has the same essential equipment, but we have to be aware of cost if we have too many hubs.

We should look at finding out what adjoining parishes are offering and what their plans are moving forward. We could look at developing a mutual aid agreement with some parishes e.g. Etchingham.

Members made the following comments on the current draft:

- Include major road/rail incidents and possibly radiation problems
- Start a WhatsApp group to help develop the plans
- Look at ways of involving younger people in the development of the plan
- Roles for people in case of emergency
- Look into support from the fire services.

The group thanked Terry again for all his work so far.

**7. Next agenda**

Emergency Plan

**8. Date of next meeting and time to be agreed**

Tuesday 15<sup>th</sup> November online