**Environment Committee**

**7 September 2021**

**6.30pm – 8.00pm**

**Minutes**

**Attendees: Cllrs J Simister, C Elsmore, M Cox, S Cox, Ms D Sturgess, Ms F Herniman, Ms S Cheese. Ms M Getgood**

1. Apologies were noted from Mr W Williams.
2. There were no declarations of interest
3. There were no dispensation requests
4. The minutes of 6 July 2021 were unanimously approved

**The minutes were proposed by Cllr. Simister, and seconded by Cllr. S Cox, and unanimously agreed.**

**Cllr. Simister signed a copy of the minutes as a true record**

1. **Matters arising from the minutes of 6 July 2021**

**Updates were noted re: Walkers are Welcome**

**Item7: Action Plan:** Cllr. Simister further clarified, the Dropbox arrangements, with Cllr John Simister updating each month, through discussion at committee meetings, and then posting revised Plan on Dropbox, after each meeting, highlighting to members the key changes and additional tabs for tracking activities undertaken. The Town Clerk further clarified that this Action Plan will be managed on Dropbox, with full access given to the Chair: Cllr. Simister, Cllr. M Cox and the Clerk (Chris Haine), and comment access given to all other members, with everyone encouraged to engage, as necessary.

1. There were no members of the public present

**No members of the public were present**

**Note: the attendance, of both Gareth Parry, and Paul Rutter, were seen to be useful, more specific, at some future point, to benefit from their expertise, and invitations would be personally made for future meetings**

1. **Review membership of the committee and make recommendations accordingly**

Cllr. Simister summarised, in light of new Councillors, and members seeking to ‘step back, and the balance of Council Members, and members of the public was assessed. After some discussion the Committee membership was unanimously agreed, for the present time to be:

**Recommendation:**

**Council Members**

* Cllr. John Simister (Chair)
* Cllr. Marilyn Cox
* Cllr. Melanie Getgood
* Cllr. Clive Elsmore
* Cllr. Matt Beard
* Cllr. Stuart Cox

**Members of the Public**

* Debbie Sturgess
* Felicity Herniman
* Sarah Chees
* Walt Williams

**Note: With possible new members still be considered, who had shown interest, and Cllr. M Cox having stated that she would like to step down, at some point in the foreseeable future and other Council members also considering step ‘back’ too.**

1. **To review Committee meeting times: (remain at one month or move to every other month):**

Cllr. Simister summarised, suggesting that the Environment might not need to meet monthly and, after some discussion, it was unanimously agreed that:

**Recommendation: the Environment Committee would continue to meet monthly**

1. **To receive updates, discuss, and make recommendations re the updated Environmental Action Plan**

Cllr John Simister presented the updated action plan and led discussions accordingly, highlighting to members the key changes and additional tabs for tracking activities undertaken After a full discussion, and Cllr. Simister taking note, to update the action plan, it was unanimously agreed that:

**Recommendation:**

**the Action Plan is formally updated, with identified tasks, from this meeting, and actions to be taken forward, accordingly and, as necessary.**

**Note: See Item 7 re: Governance of Document, it was noted that this needed to be manged with clear Document references, Revised Version, and dated.**

1. **To recommend and/or note any financial transactions**

Cllr M Cox reported two transaction re: Environment expenditure in respect of annual subscriptions to Dean Meadows Group and Monmouth Meadows Group**, totalling £20**, and has been reimbursed accordingly

1. **To set up a Working Group to consult and draft improved mowing regime ready for Spring 2022**

Cllr. Simister summarised re: the emerging aspects of the Environment Action Plan, and the implications for existing maintenance/grass cutting Contractors, and it was unanimously agreed that:

**Recommendation:**

**A Working Group is set up comprising of the Town Clerk, Cllr. Getgood, and Felicity Herniman** **to work on this aspect.**

1. To consider, discuss, and agree a response re: Forest of Dean District Council public consultation on its new draft Climate Emergency Strategy and Action Plan 2022-25.

Cllr. M Cox, and Cllr. Simister summarised and, after discussion it was unanimously agreed that:

**Recommendation**

**A Working Group is set up urgently, comprising of Cllrs. Simister, M Cox, S Cox, and Debbie Sturgess to prepare a response, to be submitted to September Full Council for agreement.**

1. **To receive updates re: wider FoD Environment meetings, forums and activities, and to take forward actions into Plan, and make recommendations, as required**

Cllr. Simister, and Cllr. M Cox updated on various meetings, forums, and activities, and these were noted, with some already having been taken account of within the Action Plan

1. **To discuss possibilities, and barriers, to moving towards a paperless office, and more environmentally efficient Council**

Cllr. Simister summarised and, after further discussion, the Town Clerk was tasked to consider this within the wider context of office activities, and functions.

**Meeting ended: 8.30pm**