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| **Meeting Commence:**1830 | **Present:**Stuart, Marilyn, Clive, Sarah, Mel, Fliss, John |
| **Agenda Item** | **Notes** | **Actions** | **Recommendations** |
| 1. Apologies
 | Chris HainWalt WilliamsDebbie Sturgess |  |  |
| 1. Declare interests
 | None |  |  |
| 1. Dispensation requests
 | None |  |  |
| 1. Approve minutes
 | John to sign in office tomorrow |  |  |
| 1. Matters Arising
 | * All recommendations were upheld and passed at full council
* Website working group is meeting on Monday. John to dial in.
* Ash dieback – met with Gloucestershire highways today. Agreement suggested trees in Coalway road are on their list for being done. Looking to start in the forest 22/23. We have asked for a more accurate date so we can involve the school in planting, ownership and parking. GCC highways ash dieback team ARE able to recommend appropriate trees
* Are any of them able to be pollarded?

TPOs have to come down, they are too far gone. Pollarding possibility in end of edge as turn right to go round Angel Vale. We mow this but don’t own it* Need to ask Mark (arboricuturalist) about the trees that were damaged in the storm
* Past KGV between Angus Beuchanan – does the boundary belong to town council? There are some young ash trees that may be suitab;e for pollarding
* Do we have a contractor for ash dieback? Do we want to negotiate this? Can we recommend someone to locals (offer incentive, encourage management before it’s too late)?
* Clarified KGV is ours. Angus Buchanan is not. Can we as a council assist in anyway. Suggest how a community grant scheme might help fund AB.

**Point 8 from last meeting is duplicate of another point. And again this month*** Really need to set up the tree specific working group. Urgently. This is seasonal. We need to go and buy the trees we’ve already agreed to do. Within Coleford in we can
* Working group: Mel, Sarah, Stuart, Fliss
* Can we go to Coalway and say we want this list – we’ll be back next week?
* Tree group need to deal with jubilee trees too (six in total)
 | **Councillors:** Please send feedback**CH:** Urgently check who is in ownership of this tree/land**CH:** Who do these belong to? Are they suitable for pollarding**MC:** Take to asset management as a principle**SC:** to look into Severn Trent community woodland grant**CH:** Take out point 8**MC:** to send documents to the tree group  | First, a principle of encouraging local ash tree owners to manage ash dieback at an earlier stage.Recommended by: MCSeconded by: JSNo counter proposalsUnanimously approvedSecond part via Finance and asset management to look at how it can be done.Then, can the town council offer suggestions/agreements/advice of a specific contractor or list of local contractors who could do the workAdd funders? |
| 1. Public forum
 | NoneTracey Johnson has been in contact and wants to get involved again as a member of the public | **CH:** Agenda item for next meeting please |  |
| 1. Guest speakers
 | None presentCan we investigate booking a guest speaker for every meeting?Every other agreed.Reps from Five Acres to give ideas? Or send representative. Schools’ night suggested. Comment, feedback, and professional advice.Foresters Forest (Deb – volunteer coordinator)FOD CAGOther county councillorsMonmouthDean MeadowsGWTEmissions (body that does that)Aurora project feedbackWorcester Lodge |  |  |
| 1. Update: Angel Vale and volunteering recommendations
 | * Debbie has emailed
* In the next couple of week meeting is being set up with group and John.
* It is progressing. Not an officially set up group yet
* They do have a FB group
* We do now have a volunteer policy
* Need to ensure the council insurance covers the specific work being carried out
 | **CH:** PLEASE check ASAP our public liability insurance and whether it excludes specific types of work. Including numbers and whether TIC is included within this |  |
| 1. Update: FoDCC Climate Emergency Strategy
 | * John is part of group that will formalise CAG
* Is this part of Aurora? District council have gained half a million funding

No. It’s similar to the one Stuart is involved in.* Looking to mirror what we do at town council but bringing it all together

MC is very concerned that the way FoDDC is duplicating funding and projects with Aurora. What are the terms of reference from each?Headed by Daniel Payne (environmental office)* Aurora wants the community doing the doing
* Council needs to be the enablers
* Can Aurora be the first guest speaker please
* Next meeting is the 18th Jan. working groups include communications, involving businesses, online tools (data dump, asking all stakeholders to offer all audits so there is a central source of information)
* Moving in the right direction now. They’re just a bit behind. They have a lot of data; it’s just not been readily available until now.
 | **SC:** send out details for Thursday 13th 0730 – zoom meeting. Forest Climate GroupWhat is the overlap?**JS:** to send out details for online meeting 1600 |  |
| 1. Update: Environment Audit commission from GWT
 | * GWT have been asked to provide service
* Yes, they can do it, but they will struggle to do it before financial year ends. Have offered to take monies in advance if we need to get it off our hands
* They will only cover the natural side – how the environment is affecting things like ponds and wildlife
* Human side is waste produced, electricity consumption etc
* This isn’t what we wanted initially
* However, CE is looking into emissions
* CH is looking into printer and ink usage
* We could set up a questionnaire: how much electricity is it using? Is it insulated? Are there draft excluders etc?
* We can do electric charging vehicle points. This would give us a starting point
* Traffic numbers can be gathered across the main traffic lights in several years. This can be done quickly.
 | 12 people. 0700 – 1900**CH:** What dates are available (Thursdays and Saturdays) for a traffic count please? ASAP | That GWT are employed at the earliest opportunity (January) to provide an audit of the natural environment with their recommendations. CTC to continue investigating the human side, both in house and using external figures such as DC figuresProposed by JSSeconded by MCNo counter proposalsUnanimously approved  |
| 1. Bells Field Meadow Grass collection
 | * Mowing regime
* SC: we have identified the areas that need to be managed as meadow
* We have written the regime for the management
* The contractor in Bells field cannot collect the arisings. However, this has not been established or discussed with the Cemetery contractors
* We are now saying that the ‘potential’ conservation rea IS now a conservation area. We need to look at how that management discussion goes.
* At the end of Year 1, we have a pause and an assessment. If we are happy, it can go for another 2 years.
 | **MC:** to update with better quality maps**MC:** Check point - 1.2 To be extended having checked cemetery LEMP and neatness around graves**CH:** To talk to all contractors by the end of January to establish who can or cannot complete the work | Finance and asset management to use the end of year 1 pause in contract to consider variations given the environmental awareness contained within the draft guidance document ‘Mowing regime 3’ within their management discussions with contractorsProposed: MCSeconded SCNo counter proposalsUnanimously approved |
| 1. Update: FoDDC Climate Action Group
 | Duplicated |  |  |
| 1. Update: Environment Action Plan
 | See attachment: Action Plan | **MC:** Send glossary of green spaces terminology to JS (who will then add to and assist)**F and AM:** Report back on solar lighting in Mushet Walk **CH:** Send Volunteer draft (3) policy to other committees to add their input by close of play on Monday10th**JS:** Get a date in for Angel Vale meeting then update action plan to green |  |
| 1. Update: Working Group – maintenance contracts
 | Duplicated |  |  |
| 1. Updates: FoD wider meetings/forums
 | * SC: No meeting of FCG
* Vertical farm development meeting attended by Mel and Stuart. Its going on the Lydney bypass. Second roundabout. Utilising an old industrial site
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| **Meeting Closed:**2024 |  |  |  |