



Deal Town Council, Town Hall, High Street, Deal, Kent, CT14 6TR.
07887 491569 - deal.town.council@deal.gov.uk - www.deal.gov.uk

To all Committee Members: You are hereby summoned to attend a meeting of the Environment Committee at Deal Town Hall on **Monday 16th August 2021** at 7.15pm to transact the business shown on the agenda below.

To the press and public: There is limited public seating for this meeting, to reserve a seat please email deal.town.council@deal.gov.uk or call 07886 491569 by 10.00am on Friday 13th August.

Any member of the public may submit a written statement of no more than 500 words relating to any item on this agenda. These must be received by 10am on Friday 13th August please email deal.town.council@deal.gov.uk or post to the above address.

Lorna Crow – Town Clerk

Date: 09.08.21

AGENDA

1	Chairman’s opening remarks	Chairman
2	Apologies for absence	
3	Declarations of interest: To receive any declarations of interest from Members in respect of business to be transacted on the agenda.	Attach 1
4	The minutes of the Environment Committee meeting held on 23rd June 2021 for approval: Decision required	Attach 2
5	Statements received from members of the public on items relating to the agenda to be read out by the Town Clerk (maximum 15 minutes): For councillor information	Town Clerk
6	Update following the Emergency Survey of the Chamber: Information to note	Attach 3
7	Update on Utility Suppliers: Decision Required	Attach 4
8	Town Hall Energy Usage 2020/21: Decision Required	Attach 5
9	No Idling School Poster Competition Update: Information to note	Attach 6
10	Treeconomics Training Update: Information to note	Attach 7
11	Litter Pick Stations Report: Decision Required	Attach 8
12	Fields In Trust Update: Decision Required	Attach 9
13	Update on the committee projects/initiatives: Information to note	Attach 10
	Date of next meeting: Monday 18th October 2021	

Filming and audio recording of Town Council meetings, by representatives of the media and also by members of the public using small media tools, is permitted. Please refer to the council’s protocol for recording of meetings for guidance, available to download on www.deal.gov.uk or on request.

Committee members: Cllr C Oliver, Cllr T Thompson, Cllr B Bano, Cllr T Bond, Cllr A Farrington, Cllr E Rowbotham, Ms S Danby and Mr D Carey

Declarations of Interest

Disclosable Pecuniary Interest (DPI)

Where a Member has a new or registered DPI in a matter under consideration they must disclose that they have an interest and, unless the Monitoring Officer has agreed in advance that the DPI is a 'Sensitive Interest', explain the nature of that interest at the meeting. The Member must withdraw from the meeting at the commencement of the consideration of any matter in which they have declared a DPI and must not participate in any discussion of, or vote taken on, the matter unless they have been granted a dispensation permitting them to do so. If during the consideration of any item a Member becomes aware that they have a DPI in the matter they should declare the interest immediately and, subject to any dispensations, withdraw from the meeting.

Other Significant Interest (OSI)

Where a Member is declaring an OSI they must also disclose the interest and explain the nature of the interest at the meeting. The Member must withdraw from the meeting at the commencement of the consideration of any matter in which they have declared a OSI and must not participate in any discussion of, or vote taken on, the matter unless they have been granted a dispensation to do so or the meeting is one at which members of the public are permitted to speak for the purpose of making representations, answering questions or giving evidence relating to the matter. In the latter case, the Member may only participate on the same basis as a member of the public and cannot participate in any discussion of, or vote taken on, the matter and must withdraw from the meeting in accordance with the Council's procedure rules.

Voluntary Announcement of Other Interests (VAOI)

Where a Member does not have either a DPI or OSI but is of the opinion that for transparency reasons alone s/he should make an announcement in respect of a matter under consideration, they can make a VAOI. A Member declaring a VAOI may still remain at the meeting and vote on the matter under consideration.

Note to the Code:

Situations in which a Member may wish to make a VAOI include membership of outside bodies that have made representations on agenda items; where a Member knows a person involved, but does not have a close association with that person; or where an item would affect the well-being of a Member, relative, close associate, employer, etc. but not his/her financial position. It should be emphasised that an effect on the financial position of a Member, relative, close associate, employer, etc OR an application made by a Member, relative, close associate, employer, etc would both probably constitute either an OSI or in some cases a DPI.

Deal Town Council
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Tel: 01304 361999 E-mail: deal.town.council@deal.gov.uk

**The minutes of the meeting of the Environment Committee
held on Wednesday 23rd June 2021 starting at 7.15pm**

Present:

Cllr C Oliver – Chairman

Cllr T Thompson – Vice Chairman

Cllr T Bond

Cllr B Bano

Cllr A Farrington

Cllr C Turner (Ex-officio)

David Carey (Co-opted member)

Sharon Danby (Co-opted member)

Officers: Deputy Town Clerk: Paul Bone**Others:** No members of the public

1	Chairman's opening remarks:	Actions
1	The Chairman welcomed everyone to the first meeting to be held at the Town Hall for some time and advised on the procedures for the evening.	
2	Apologies for absence: The Chairman reported apologies from Cllr Rowbotham	
3	Declarations of interest: None received.	
4	Minutes of the Environment Committee Meeting held on 21 April 2021 for approval and signing: Members RESOLVED: To accept the minutes of the Environment Committee meeting held on 21 April 2021 as a true and accurate record (P) TB (S) TT 5 for 1 abstention - Agreed	
5	Statements received from members of the public on items relating to the agenda: None received	
6	<p>Energy Performance Certificate: Members questioned the Deputy Town Clerk about the actions that were being taken by Officers and other committees in relation to the actions detailed in the report.</p> <p>Following debate, members RESOLVED:</p> <p>1) To note the report. To request that a report is submitted to the next meeting advising on the financial and environmental impacts from the Town Hall being closed during the pandemic and the reopening of the Town Hall.</p> <p>2) That the Project Officer provides regular update reports on the progression of the actions detailed within the report to future meetings of this committee and that the Project Officer liaises with the Chair & Vice Chair of this committee as to the format of these reports.</p> <p>3) That the R.F.O., whilst looking at the cost of providing solutions also looks at the cost to the environment, benefits, long-term savings and any cost offset, so that it can be demonstrated to the local community. (P) TT (S) TB - All Agreed</p>	<p>Deputy Town Clerk</p> <p>Project Officer</p> <p>R.F.O.</p>
7	Update on Utility Supplies & Financial Investment Status: The Deputy Town Clerk answered questions about the proposed changes to existing energy supply contracts that were being taken to the July F&GP meeting for decision.	

	<p>Following debate on the Financial Investment Status members RESOLVED: To note the report and request that the R.F.O. sends out information to the committee members outlining the guidance on Financial Investments for Local Councils. (P) TB (S) AF- All Agreed</p>	R.F.O.
8	<p>No Idling School Poster Competition: Following debate, members RESOLVED: 1) To increase the competition budget from £1,000 to a maximum of £2,000 2) To advise neighbouring Parish Councils of the competition and ask whether they wish to make a contribution to the competition budget and have their branding on the winning banners displayed in their Parish. (P) TT (S) CO 5 for 1 against – Agreed</p>	R.F.O. Project Officer
9	No agenda item	
10	<p>Update report on Alignment of Deal Town Councils business operations: Members RESOLVED: To note the report (P) CO (S) TB – All agreed</p>	
11	<p>Update on the committee projects/initiatives: Members RESOLVED: To note the report and ask that the Project Officer provides a report to the next meeting on potential sites for a litter pick station. (P) BB (S) TB- All Agreed</p>	Project Officer
	The Chairman closed the meeting at 8:21pm	
	Date of next meeting – 16 August 2021	

DEAL TOWN COUNCIL

MEMORANDUM

To: Councillor C Oliver, Chairman of the Environment Committee
All Committee members

From: Paul Bone – Responsible Finance Officer

Date: 5th August 2021

Subject: Update on F&GP decision on the Emergency Survey of the Chamber

As reported to the Finance and General Purposes committee in July 2021 two of the main windows in the Chamber need repair. The Town Clerk authorised the Council's surveyor to do an urgent inspection of them and the committee considered the report on this.

The committee RESOLVED:

- 1) To delegate authority to the R.F.O. to select a suitable contractor to deal with the gutter clearance and any minor repairs up to an amount of £1,000
- 2) To request the R.F.O. to obtain 3 quotations for the repair of the Chamber windows as set out in the surveyor's report and bring them back for decision at the next F&GP meeting
- 3) To delegate authority to the R.F.O. in liaison with the Town Clerk to place an order with a qualified surveyor to produce a 10-year Town Hall Maintenance Schedule that includes any significant items that will fall beyond 10 years with a budget of up to £2,500

From the report and discussions with the surveyor, it is recommended that the best routes to reduce the heat loss in winter and heat penetration in summer, is to look at replacing the secondary glazing with more modern and efficient units together with a minimum of an additional 150mm of fibre glass laid over the existing in the loft.

As the existing secondary glazing is in such poor condition, I will be including the following in my specification for quotes for the Finance and General Purposes committee to consider.

- Quotes for more modern secondary glazing together with the corresponding energy saving calculations.
- Quotes for installing an additional 150mm of fibre glass insulation laid over the existing in the loft together with the corresponding energy saving calculations.

I will keep the Environment committee updated on this.

Decision required: To note the report

**DEAL TOWN COUNCIL
MEMORANDUM**

To: Councillor C Oliver, Chairman of the Environment Committee
All Committee members
From: Paul Bone – Responsible Finance Officer
Date: 5th August 2021
Subject: Update on Town Hall Utility Suppliers.

At the January meeting of F&GP the Town Hall Electricity and Gas Suppliers were discussed and the R.F.O. advised the committee that the current supplier SSE would not release the Council from the contract that had nearly 2 years to run. Following discussion, the following resolution was passed:

RESOLVED: to delegate to the RFO, the Chair of F&GP Committee and Chair of Environment Committee to negotiate the best deal, looking for 100% recyclable energy and to negotiate as little increase as possible.

Following that meeting the R.F.O. contacted the business section SSE Direct sales and negotiated the possibility of transferring the remaining period of the existing Gas & Electricity contracts to 'Green Gas' and 100% SSE Green electricity supply together with draft amendment clauses to allow the change subject to agreement by F&GP.

The change would not extend the contract period beyond the existing term and would also allow the Council to start negotiating with other companies as well as SSE for pricing for any future contracts for the supply of Gas & Electricity for the Town Hall.

At the July meeting of F&GP Members RESOLVED: To accept the change to the final 24 months of the SSE contracts for the supply of Gas and Electricity to the SSE Green Gas and SSE 100% Green Electricity and that any increase in costs for this period are charged to the Environment budget.

Based upon the estimates provided by SSE the increased cost including standing charges will be approximately 9% (£490 per annum).

Recommendations

- That the Environment Committee explores supplier and tariff options to take over after the SSE contract period expires that can be recommended to F&GP no later than March 2023
- That the R.F.O. keeps this committee updated on the longer-term pricing trends for green/sustainably sourced energy so that the committee can determine the best time to recommend price locking into a future contract and contract term.
- That the R.F.O. continues to explore possible suppliers for this committee to consider including in a future recommendation to F&GP

Decision required

Members to consider the above recommendations.

**DEAL TOWN COUNCIL
MEMORANDUM**

To: Councillor C Oliver, Chairman of the Environment Committee
All committee members

From: Paul Bone – Responsible Finance Officer

Date: 5th August 2021

Subject: Town Hall Energy Usage 2020/21

At the last meeting of this committee, it was RESOLVED: To request that a report is submitted to the next meeting advising on the environmental impact from the Town Hall being closed during the pandemic and the reopening of the Town Hall.

	2019/20	2020/21	Saving
Gas Spend (including standing charges) Usage (KwH)	£3,051	£1,812	£1,239
	84,369	30,211	54,158
<u>CO2 reduction (kgCO₂e)</u>			<u>9,974</u>
Electricity Spend (including standing charges) Usage (KwH)	£2,105	£1,656	£449
	13,703	10,538	3,165
<u>CO2 reduction (kgCO₂e)</u>			<u>1,113</u>
<u>Total Savings/Reductions</u>			
Costs:	£1,688		
Energy:	57,323 KwH		
CO ₂ Reduction	11,087KgCO ₂ e		

Recommendation

- That Officers in liaison with the Chair of the Environment Committee explore the potential of introducing longer term CO₂ reductions directly related to the use of the Town Hall

Decision required

Members to consider the above recommendation.

MEMORANDUM

To: Cllr Christine Oliver, Chair of the Environment Committee and all Committee Members
From: Adrian Oliver, Project Officer
Date: 4th August 2021
Subject: No Idling Poster Design Competition Update

On Clean Air Day, Thursday 17th June, officers hand delivered letters from the Mayor to all nine local Headteachers, inviting their school to take part in the No Idling Poster Design Competition this Autumn.

On the same day, a press release was published on our website and distributed to local media.

Six schools have signed up to take part in the competition and at the end of term full details of the competition and teaching notes were sent to all the contacts at these schools.

The schools taking part are:

- Deal Parochial
- The Downs
- Hornbeam
- Sandown
- Sholden
- Kingsdown with Ringwould

The three remaining schools will be contacted again in September when the competition starts.

As indicated above, the competition will run from 1 September to 22 October with awards and banners being distributed in November, to coincide with COP 26.

The neighbouring Parish Councils, Walmer, Sholden and Ringwould with Kingsdown, have all been invited to be part of the competition and advised of a budget contribution of £150 per school.

We are currently on schedule to be within the new budget.

MEMORANDUM

To: Cllr Christine Oliver, Chair of the Environment Committee and all Committee Members
From: Adrian Oliver, Project Officer
Date: 5th August 2021
Subject: Treeconomics Training Update

Since the last Environment Committee Meeting, the two Treeeconomic virtual training sessions have been delivered.

We had 29 participants, some of whom were not able to attend both training sessions. However, recordings were made and distributed.

Contact has been maintained with all the attendees throughout.

The participants have been allocated to Wards based on their post code, with Councillors assigned to the Ward they represent.

We have now received the 250 random plots. These will be distributed in batches of 5 to each person.

We are currently waiting for all the attendees to respond to the last request, which was permission to share their name and email address with the other trainees in their Ward group. Then the plot surveying will start.

We are still on schedule with the aim of completing the surveying by the end of summer.

MEMORANDUM

To: Cllr Christine Oliver, Chair of the Environment Committee and all Committee Members
From: Adrian Oliver, Project Officer
Date: 5th August 2021
Subject: Litter Pick Station

Dover District Council (DDC) has recently placed 2 Minute Litter Picking Stations at:

- Deal seafront Promenade near Route One café
- The Sea Café on Walmer Green
- Kingsdown seafront near the Zetland Arms
- The Coastguard at St Margaret's Bay
- Pebbles in Dover

The purchase of Deal Town Council's 2 Minute Litter Pick Station has been subject to finding a local business or organisation willing to act as Guardians. (The Guardian puts the litter station out in the morning, puts it away in the evening, stores it overnight and monitors supplies.)

Recommendation

Following discussions with the Chair and Town Clerk, the recommendation is to purchase the 2 Minute Litter Pick Station and place it in the Undercroft.

This means the Town Council becomes the Guardian; however the movement of the station is minimised as the Undercroft gates are locked at night. It also means the Litter Pick Station is in the vicinity of the key litter hotspot in front of St George's Church.

Decision Required

Members to consider the above recommendation

MEMORANDUM

To: Cllr Christine Oliver, Chair of the Environment Committee and all Committee Members
From: Adrian Oliver, Project Officer
Date: 5th August 2021
Subject: Fields in Trust and Victoria Park

Following the last Environment Committee, the Chairman and Project Officer met with Cllr Richardson, Portfolio Holder for The Community, Environment & Corporate Services at Dover District Council.

Cllr Richardson kindly pursued our enquiry with regard to placing Victoria Park under Fields in Trust protection with the officers at DDC.

The response was that *“Officers feel that by becoming Fields in Trust status it might impact on any development of Tides or the building of a football pavilion. They believe that Victoria Park is a protected open space and is also protected through the Local Plan.”*

As we know Local Plans tend to change as top-down pressure demands more housing, so they are no guarantee of protection. Things like building a football pavilion or the development of Tides fits in with the Fields in Trust community amenity ethos. This is a quote from the FiT website:

“Flexible protection - We do recognise that circumstances can change, however, and for this reason the Deed does have a certain level of flexibility built into it. In general, changes to the space which are ancillary to its use - i.e. supporting the primary activities taking place - are usually fine and do not require our consent. Anything which is not ancillary to a space's use, such as buildings, commercial leases and changes of use, can be permissible but generally require our consent. A landowner can seek this consent by making an application through our Field Change Request procedure, with any such applications being considered by our experienced Land and Planning Committee of Trustees.”

The two Officers responsible are Roger Walton (Strategic Director of Operations & Commercial) roger.walton@dover.gov.uk and Roger Wragg (Head of Commercial Services) roger.wragg@dover.gov.uk and both are happy to discuss this issue with us directly.

Recommendation

The Committee Clerk writes to the two officers expressing the Committee's desire that Victoria Park be placed under Fields in Trust protection, as has been done for other green spaces in the District and address their concerns over the erroneous belief that it would prevent the development of Tides.

Decision Required

Committee Members to consider the above recommendation

MEMORANDUM

To: Cllr Christine Oliver, Chair of the Environment Committee and all Committee Members
 From: Adrian Oliver, Project Officer
 Date: 5th August 2021
 Subject: Environment Committee Projects Summary as at 5th August 2021

Project	Activity	Status
School Air Quality	No Idling School Posters Competition	See Agenda
Air Quality Monitoring	Measuring air quality at a hyper local level using a Flow II and reporting on website	Dedicated mobile and AQM in circulation
Tree Mapping	Tree mapping	See Agenda
DTH Zero Carbon Deal 2025	DTH Heat Decarbonisation Plan	First draft
	LGA Accounting Tool	Historic data input
	GIKI Zero Pro	GIKI Meeting tba
Litter	Litter 2-minute pick	See Agenda
Single Use Plastic	Plastic free Deal	AO to review papers and contact PfD

Other Environment Committee Initiatives

Resolution	Status	Committee Agreed Active Actions
Victoria Park Improvements	LIVE	Meeting with Portfolio Holder
Sainsburys Letter: External greening	LIVE	Chased response to 2nd letter
Vandalised tree in the High Street	LIVE	With KHS
Fields in Trust	LIVE	See Agenda