

Deal Town Council, Town Hall, High Street, Deal, Kent, CT14 6TR.
01304 361999 - 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 the Town Hall on **Wednesday 14th June 2023** at 7.15pm to transact the business shown on the agenda below.

Members of the public and press are welcome to attend.

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 Tuesday 13th June 2023 by email to deal.town.council@deal.gov.uk or post to the above address. These statements will be circulated to all present at the meeting and become part of the public record of the meeting, names will be redacted.

Laura Marney – Committee Clerk

Date: 7th June 2023

AGENDA

1	Chairperson's opening remarks	Chairperson
2	Apologies for absence	Committee Clerk
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	Public Participation: Members of the public may make representations, answer questions and give evidence at the meeting in respect of the business on the agenda. This shall not exceed 15 minutes.	
5	The minutes of the Environment Committee meeting held on Wednesday 12th April 2023 for approval and signing: Decision required	Attach 2
6	Thermal Imaging Camera: Decision required.	Attach 3
7	Mill Hill - Tree Planting: Decision required.	Attach 4
8	The Big Green Week/Clean Air Day: Information to note.	Attach 5
9	Committee Clerk Report: Information to note.	Attach 6
	Date of next meeting: 16th August 2023	

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 Beer, Cllr M Cronk, Cllr D Cronk, Cllr M Eddy, Cllr Bano, Cllr Cullen, Cllr Brookfield, Cllr Findley.

Declarations of InterestDisclosable 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, Town Hall, High Street, Deal, Kent CT14 6TR

Tel: 01304 361999. Email: deal.town.council@deal.gov.uk

The Minutes of the Environment Committee Meeting held on Wednesday 12th April 2023
at Deal Town Hall at 7.15pm.

Present: Cllr C Turner (Chairman) Cllr B Bano
Cllr T Bond Cllr M Eddy
Cllr C Oliver Mr D Carey (Co-opted Member)

Officers: Mrs L Marney (Committee Clerk) Other: None
Miss J Harper (Asst. to the Town Clerk)

MINUTES

1	Chairperson's opening remarks. The Chairperson welcomed everyone to the meeting and read out the fire evacuation procedures and advised Councillors to put their mobile phones on silent.	Chairperson
2	Apologies for absence: Cllr S Carlyle, Cllr A Farrington. Cllr T Thompson Absent, Cllr S Beer Absent	Committee Clerk
3	Declarations of interest: None Received.	
4	Public Participation: None Received.	
5	The minutes of the Environment Committee meeting held on Wednesday 15th February 2023 for approval and signing Members RESOLVED: To accept the minutes of the Environment Committee meeting held on Wednesday 15 th February 2023 as a true and accurate record. (P)TB (S)ME. All Agreed. The Chairperson duly signed the minutes.	Chairperson
6	Thermal Imaging Camera: Following discussion Members RESOLVED: To defer the decision to the first meeting of the 2023/24 Environment Committee, and to include the following considerations: <ul style="list-style-type: none"> • DTC purchasing a Thermal Imaging camera. • Hiring the equipment from Walmer Town Council. • Training Councillors and volunteers to operate a camera. (P)ME (S)BB. 4 For, 0 Against, 1 Abstention. Motion carried.	Climate Change Officer
7	Climate Learning Day Update: Following discussion the Committee Clerk to email all Cllrs that did not attend the meeting as none of the Cllrs present are unable able to attend the Climate Learning Day. (P)CT (S)CO. All Agreed.	Committee Clerk
8	Mill Hill Tree Planting: Members RESOLVED: To note the report. (P)BB (S)CO. All Agreed.	
9	Water Harvesting Update: Member RESOLVED: To note the report. (P)ME (S)CO. All Agreed.	
10	ITree Update: Members RESOLVED: To note the report. (P)TB (S)ME. All Agreed. The Chairperson thanked the volunteers involved in the project and Cllr Oliver for her distinctive contribution. He then thanked the members of the Committee and Mr David Carey. Cllr Bano thanked the Chairperson, Cllr C Turner.	
	The Chairperson closed the meeting at 7.45pm.	

**DEAL TOWN COUNCIL
MEMORANDUM**

To: Cllr Chairperson of the Environment Committee; Committee Members
From: Nadine Miller, Climate Change & Communications Officer
Date: 2 June 2023
Subject: **Thermal Imaging Camera – June update**

The Environment Committee has been considering purchasing a thermal imaging camera since February 2022 with reports submitted from officers recommending that a camera is not purchased. An updated report on the thermal imaging camera item was submitted to the Environment Committee meeting held on Wednesday 12 April 2023. Following a discussion Members **RESOLVED:** *To defer the decision to the first meeting of the 2023/24 Environment Committee, and to include the following considerations:*

- *DTC purchasing a Thermal Imaging camera.*
- *Hiring the equipment from Walmer Town Council.*
- *Training Councillors and volunteers to operate a camera.*

Please see overleaf the paper presented at April's Environment Committee for councillor information.

Referring to the considerations above, here are my conclusions and recommendations.

DTC purchasing a thermal imaging camera

As outlined in April's paper to the Environment Committee, purchasing a thermal imaging camera is not a one-off purchase of equipment, it would be an initiative that would need management, training, and dedicated officer time.

To deliver this project safely and efficiently, and due to the scale of the initiative, an officer would need to be appointed to manage the project. There is no capacity with current staff workloads and the Town Clerk would need to assess the feasibility of recruiting an additional staff member to run this project.

The cost of a suitable thermal imaging camera starts at around £1,000 with annual maintenance of approximately £100. The cost of training is £1,695 for Category 1, which covers the basics of infrared, how to operate the camera under different conditions, how to do an appropriate judgement of the measurement situation in the field and identify potential error sources.

Take up in Walmer is just over 2% of the population, if this was replicated in Deal it would mean approximately 416 home visits. With five visits an evening, it would take at least 80 sessions, requiring two members of staff which would cost 500 staff hours. This does not include time that would be needed to compile reports after each visit, promoting the scheme or managing and arranging the visits.

Ahead of signing up to the survey, residents would need to share their previous energy usage. After the survey they would be asked to share any changes that were made to the property and the officer would follow up every six months and request updated energy bills, for at least a year, to discover the impact of the thermal imaging camera survey.

Climate Change Officer recommendation: Deal Town Council does not purchase a thermal imaging camera but continues to signpost residents to energy saving projects through the council's website and social media.

Hiring the equipment from Walmer Town Council

I have explored how other councils are sharing thermal imaging cameras. Frome Council promotes an independent scheme, and in Kent, Eynsford Parish Council were lent a thermal camera from Sevenoaks District Council that they offer residents to borrow. This requires a £20 deposit.

I have contacted Walmer Town Council which already has a thermal imaging camera, to explore the possibility of a partnership. They have confirmed:

- Deal Town Council are unable to borrow their thermal camera to allow Deal residents to hire it out
- WTC are unable to carry out the survey for Deal residents on our behalf due to staffing capacity

Climate Change Officer recommendation: A partnership with Walmer Town Council is not possible at this time.

Training Councillors and volunteers to operate a camera.

If a project officer was appointed by DTC they would need to recruit, train, and manage a team of volunteers who would carry out thermal imaging surveys of peoples' homes. House visits would need to be co-ordinated geographically and at times most convenient for residents.

The officer managing the survey appointments would need to pass on addresses of residents to volunteers. This is contrary to Deal Town Council's GDPR so additional IT and training would be required. Volunteers would also be required to enter people's homes so would need DBS checks and undertake safeguarding training.

Volunteers would need to work in pairs for safety reasons and after each survey, they would need to compile a report based of their findings which would be sent to the household via the officer.

Ahead of signing up to the survey, residents would need to share their previous energy usage. After the survey they would be asked to share any changes that were made to the property and the officer would follow up every six months and request updated energy bills, for at least a year, to discover the impact of the thermal imaging camera survey.

Former link councillor to East Kent Climate Actions, Christine Oliver, reported that EKCA has some capacity and willingness within their membership to attend cascaded training and undertake thermal imaging camera surveys as part of a project to help homes and businesses reduce their bills and climate impact.

Climate Change Officer recommendation: Encourage interested organisations to apply for a grant from DTC annual grants scheme to purchase a thermal imaging camera.

Summary

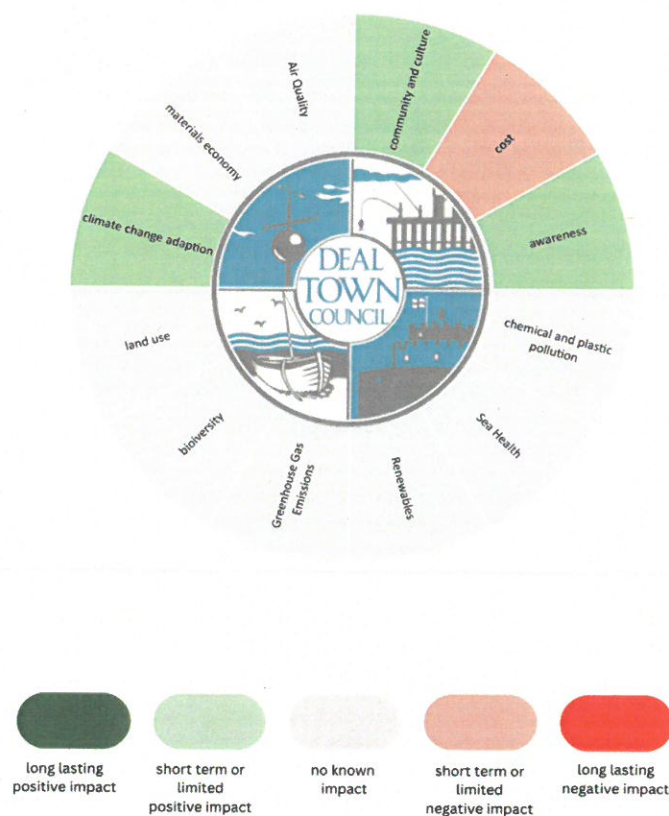
The introduction of a thermal imaging does not meet the council's commitment to becoming a carbon-neutral organisation by 2025. It would not impact on the town council's carbon footprint as it does not relate directly to the Town Council and its estate.

Recommendations as listed above:

- 1) Deal Town Council does not purchase a thermal imaging camera.
- 2) Continue to signpost residents to energy saving projects through the council's website and social media.
- 3) Invite interested organisations to apply for a grant from DTC annual grants scheme to purchase a thermal imaging camera.

Decisions required: Committee members to consider the Climate Change Officer's recommendations.

Thermal Imaging Camera Update 14 June 2023



Information Presented at April's Environment Committee

In February 2022 the Town Clerk prepared a report at the request of the Chairperson to start exploring options for Deal Town Council to purchase a thermal imaging camera for residents to use so that they can survey their homes and identify hotspots of heat loss.

The committee resolved to defer this agenda item until feedback was received from Walmer Town Council. Our Climate Officer met with representatives from WTC in November 2022 to learn more about the project.

The initial report from the Town Clerk has now been updated to include these findings, kindly shared by Walmer Town Council.

In Walmer, the Town Council leafleted all residents to promote the thermal imaging camera project. Those wishing to take part booked an appointment with the team who then visited their homes and carried out the survey.

Cost: The cost of a suitable thermal imaging camera starts at around £1,000.

Maintenance: The camera must be calibrated and serviced annually, costing £100.

Training: It is recommended that the operators of the camera are given formal training, especially if residents are to receive a written report of the survey. The cost of training is £1,695 for Category 1, which covers the basics of infrared, how to operate the camera under different conditions, how to do an appropriate judgement of the measurement situation in the field and identify potential error sources. For safety, two people would need to carry out the work.

Staffing: Take up in Walmer is just over 2% of the population, if this was replicated in Deal it would mean approximately 416 home visits. With five visits an evening, it would take at least 80 sessions, requiring two members of staff which would cost 500 staff hours. This does not include time that would need to be allocated to compile reports after each visit, promoting the scheme or managing and arranging the visits.

Conditions: This type of survey should be conducted when it is cold outside and when the building is warm inside. It should not be too windy, and the building should be dry. Heat loss surveys should generally be conducted in the early hours of a cold morning, before the sun can fall on the building. If used at other times it is highly likely to give false or inaccurate readings. The team in Walmer are working in the evenings and have found December, January, February and March are the optimal months but work can begin as early as November.

Hire: Free hire for residents to use the camera (without a trained member of staff) would require a user guide, hire agreement and insurance cover to be in place. Walmer Town Council is looking in to hiring options from them direct.

Carbon Strategy: This initiative would be Scope 3 external of the council's carbon strategy as it does not relate directly to the Town Council and its estate. A thermal camera imaging project has not been identified in the Climate Action timetable 2023-2024 as agreed by Full Council in January 2023.

Follow up: When a survey of a property has been completed there needs to be guidance available for the resident on what they can do next. The council does not currently have any funding allocated to assist with insulation of homes.

Helping people better insulate their homes, identify heat loss and steps to make homes more energy efficient have been comprehensively covered in a national campaign during this cost of living crisis (www.helpforhouseholds.campaign.gov.uk). Signposting and support has been shared at each tier of government (including Deal Town Council) and charities and other organisations have also been assisting and advising people on how to save on heating and reduce energy bills.

Recommendation:

Given the relatively low take up of Walmer residents (2.1%), the anticipated cost in staff hours, work undertaken locally and nationally to encourage better energy efficiency and no funding available to residents to make any changes a thermal camera survey would identify, it is recommended that Deal Town Council does not invest in a thermal camera.

Decision required:

Members to accept the above recommendation.

DEAL TOWN COUNCIL

MEMORANDUM

To: Councillor S Beer – Chairperson of the Environment Committee, Committee members
From: Laura Marney – Committee Clerk
Date: 31st May 2023
Subject: Mill Hill Planting Update

At the Environment Committee meeting held on 15th February 2023. Members RESOLVED:

1. *That the earmarked budget of £4,000 for the Mill Hill area be redistributed to the planting of Trees instead of being used for planters.*
2. *The Committee delegates authority to the Committee Clerk to contact Mr Gallagher from KCC Highways Soft Landscape Team, to advise on the areas in Mill Hill that have been identified in Mr Carey's report for surveying for possible tree planting.*

Members further RESOLVED: *that the Committee Clerk takes forward the project in its entirety.*

Following this decision, the Committee Clerk liaised with the KCC Soft Landscape Team and they agreed that 6 trees can be planted at the following locations:

- 1 x 38/40 Forelands Square
- 1 x 22/24 Forelands Square
- 1 x 3/5 Marlborough Road
- 1 x 9 Marlborough Road
- 2 x 123 St Richards Road (grass verge side)

The trees supplied would be between 10-14cm girth at 1.5m from ground level and would be approximately 9-13ft tall. The trees would be compliant strict bio-security protocols and covered by a 12 month guarantee from the KCC supplier.

The cost of 6 trees was £1928.70 and this includes:

- Supply and delivery of the tree
- Labour for planting
- Supply of stakes, ties and spaces
- Supply and installation of a root barrier
- Supplying stakes and a weld mesh tree cage
- Supplying and applying water on 15 occasions.

The Committee Clerk confirmed this purchase with the KCC Soft Landscape Team and the R.F.O. sent a purchase order to KCC to secure the trees from their supplier, these needed to be purchased prior to June 2023 to ensure the best quality trees. The 6 trees will be planted in autumn/winter of this year.

This has left £2,071.30 from the initial £4,000 Mill Hill planting budget.

The Committee Clerk with guidance from Mr David Carey, co-opted committee member, liaised with the relevant officers at Dover District Council to explore the possibility of planting on land owned by them in the Mill Hill area.

The following correspondence was received from Darran Solley, Parks and Open Spaces Manager at DDC, he advises:

"Whilst DDC are very supportive and committed to planting trees, unfortunately we will have to decline this offer at this present time. The land in question is Housing Revenue Account (HRA) land. The HRA is under budgetary pressures and will not commit to any long-term commitment at this present time.

Consultation would be required from tenants and lease holders prior to any approvals if the HRA did approve. Dover District Council is looking at its own grant funding applications for additional tree planting so current allocations are being explored but we are not able to commit to those at present. However, DDC are committed to tree planting in conjunction with the Deal Town Council already for Victoria Park.

Some other alternative sites that come to mind could be the Betteshanger Sports Club, Warden House Primary School or possibly the open space in Freemans Way, Deal (privately owned, but I think Cllr Williams is looking into this land at present)."

The Committee Clerk has previously advised this committee that Betteshanger Sports and Social Club would consider trees being planted at their site, however, at that time the Committee decided they did not want to pursue this option.

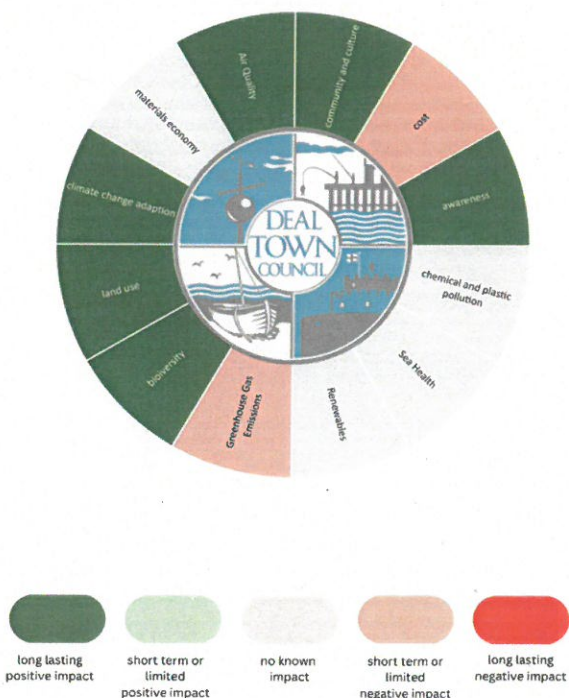
Recommendation:

Following the correspondence received from Dover District Council, the Committee delegates authority to the Committee Clerk and Town Clerk to use the remaining budget on the privately owned sites in Mill Hill suggested by DDC (Betteshanger Sport & Social Club), so that the remaining budget of £2,071.30 allocated for the Mill Hill area can be used.

Decision required:

Committee members to consider the above recommendation.

Mill Hill Planting 14 June 2023



DEAL TOWN COUNCIL
MEMORANDUM

To: Councillor S Beer – Chairperson of the Environment Committee, Committee members
From: Laura Marney – Committee Clerk
Date: 5th June 2023
Subject: Big Green Week/Clean Air Day - Update

The Great Big Green Week is a nationwide yearly initiative that celebrates community action to tackle climate change and protect nature.

This year Deal Town Council are sharing events in the town on our display boards in the Undercroft and will be putting details on www.deal.gov.uk and on social media at www.facebook.com/dealtowncouncil.

We shared the arrival of water butts as part of our Allotment Water Harvesting Project across social media, tagging in #greatbiggreenweek

The week begins on Saturday 10th June with the launch of Deal Repair Café at the Landmark Centre from 11am to 1pm. This is an organisation that provides people with a place to gather and work on repairing objects of everyday life, such as electrical appliances, mechanical devices, furniture, crockery and toys etc. This scheme was made possible through Green Grant Funding from Deal Town Council.

The Community Beach Clean will be on Sunday 11th June from 9.30am at the Walmer Castle Car Park.

Clean Air Day is on Thursday 15th June and is the UK's largest air pollution campaign and we're marking it by celebrating the winners of our 'No-Idling' school poster competition.

Friday 16th June is World Refill Day, a global action day to prevent plastic pollution within the environment and we are encouraging people to visit shops in town to refill where they can.

On Sunday 18th June, The Captain's Garden will host an Open Day from 10am to 2pm as part of Big Green Week where there will be information, activities, stalls and music.

Decision required:

Committee members to note the above information.

DEAL TOWN COUNCIL

MEMORANDUM

To: Councillor S Beer – Chairperson of the Environment Committee, Committee members
From: Laura Marney – Committee Clerk
Date: 7th June 2023
Subject: Committee Clerk Report

Please see below updates for information only.

Water Harvesting – Allotments

At the Environment Committee meeting held on 14th December 2022. Members RESOLVED: *To delegate authority to the Climate Change Officer in liaison with the Committee Clerk, Allotment Officer and R.F.O to spend up to £3,175 from the 2022-23 Environment Budget to supply water butts, guttering and storage containers to the councils three allotment sites.*

The Allotment Officer, Climate Change Officer and Committee Clerk inspected all the Allotment sites at Mill Road, Park Avenue and Golf Road to find suitable locations for the Council Water Storage units.

The Environmental green grants were passed at the Full Council meeting on 28th March 2023. All remaining Allotment holders that did not apply through the green grant process were contacted by the Allotment Officer, to ask if they would like an individual water butt and guttering on their plot. The Climate Change Officer and Allotment Officer have received 26 requests from allotment holders asking for a water butt.

The large Council Water Storage Units to go on the 3 allotment sites and the smaller water butts requested by allotment holders have now been purchased and these were delivered to the respective allotment sites on Wednesday 7th June.

A further update on the status of this project will be brought back to the next Environment Committee meeting on 16th August 2023.

iTree Survey

At the Environment Committee meeting held on Wednesday 15th June 2022 a motion was carried: *that the remaining plots outside of the Deal wards remain on the list and that The Committee Members and other volunteers are contacted to commit to completing the remaining 54 plots or they are dropped from the list.*

The Committee Clerk advised the April 2023 Environment Committee meeting, that all the plot survey information completed by the volunteers had now been loaded onto the iTree eco system for Treeconomics to collate the information and produce a report.

A full report was received from Treeconomics at the beginning of June, due to the extensive content and timescale the Committee Clerk with the assistance of the Climate Change Officer, aims to bring an executive summary of this report to the next Environment Committee meeting.