



Highcliffe & Walkford Parish Council

Minutes of the meeting of **Environment sub-committee** held on 6th February 2024 at 18:55 in The Old School House, 254 Lymington Road, Highcliffe.

Present: Cllr R Ede (Chair), Cllr A Sofianos, Cllr T Butcher, Cllr S Skinner (substituting for Cllr S Walter)
Cllr R Dickson (substituting for Cllr A Martin)

In attendance:, the clerk, Tom Brindley, the assistant clerk, Nicki France.

24E/1 (Agenda Item 1) Apologies for Absence: Apologies were accepted from Cllrs A Martin and S Walter

24E/2 (Agenda Item 2) Chairman's remarks:

1. The chairman welcomed the members and officers.
2. Members were reminded to make any declarations of interest ahead of the item to be discussed.

24E/3 (Agenda Item 3) Review of Terms of Reference

1. Members noted the scope of the Environment Committee accountability and powers:
2. The Environment Sub-Committee is constituted to consider and make decisions on behalf of the Amenities Committee to all matters pertaining to matters concerning the environment including nature reserves and environmentally sensitive areas and other land, owned or operated by Highcliffe and Walkford Parish Council. In particular, the sub-committee will oversee the council's responsibilities for:
 - Nea Meadows
 - Lakewood
 - The coastal path
 - The zig-zag path at Highcliffe Castle
 - Bure Brook footpath
 - Litter
3. Powers delegated to the Environment Committee
 - To issue and manage site maintenance plans for land and facilities.
 - To issue licences for occupation of land.
 - To authorise expenditure within its assigned budget.
 - To oversee the stewardship of nature reserves, lakes and associated buildings.
 - To set fees for licenses to use or access land.
 - To manage the risks associated with the stewardship of land.
 - To ensure land and facilities are adequately risk assessed and insured.
 - To submit to the Amenities Committee a budget request for the following financial year.
 - To make regular reports to the Amenities Committee on the expenditure against budget.

24E/4 (Agenda Item 4) 2024/25 budget

1. The clerk outlined the budget controlled by the Environment Committee
2. Nea Meadows

Item	2024/5
Grass cutting (Meadow)	1200
Trees	2000
Paths & Hedges	914
Lake	0
Other maintenance	1000
Car Park Reserve	3000
Total Expenditure	8114

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Income		
Bowling Club	1859	
Angling Club	850	
Access fees	327	
Total Income		3036

Balance		5078
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Reserves (Car Park)	3000	
Reserves balance		5000

3. Lakewood

Item	2024/5	
Maintenance	500	
Grass	750	
Trees	500	
CC Total		1750

4. Projects

a. Shoreline	100000	
b. Zig Zag path	0	
c. High street	120000	
d. Eco areas on recreation grounds	5000	
e. Dredging	136400	
		361400

Note: major projects will be managed by separate project boards.

24E/5 (Agenda Item 5) Nea Meadows

- The chair gave a history of drought issues at the lake. New Milton Town Council had installed an aerator at Ballard Lake to increase oxygen levels.
- Members suggested more benches and a picnic table could be installed.
- Nea Meadows Advisory Panel.
The clerk advised that the Nea Meadows Management advisory panel included a wide range of stakeholders including Christchurch Angling club, Highcliffe Bowling Club, dog walkers, Christchurch Ornithological Group, BCP Council, and interested individuals.
- Angling Club
Members noted the annual fee paid by Christchurch Angling club. Members requested the clerk set up a meeting with the angling club.
- Highcliffe Bowling Club
Members noted the quarterly rent paid by the bowling club.
- Dredging Project
The dredging project was on hold waiting the results of a silt test to determine if there were contaminants in the silt which would prevent the dispersal on site. The project would also require a contract with the dredging company which was being negotiated by the Clerk along with Cllrs Adam Sofianos and John Webster.
- Tree works
The Tree Management Company had applied for permission under the TPO covering Nea Meadows. It was anticipated this would be granted and the work could commence in March.
- Grass cutting 2024/25
 - Members noted that the company which cut the meadow in 2023 was unable to do the August cut which required a scythe cut. They could cut the verges and paths. The contract for this expired in March and would need renewing.

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- b. The chair suggested contacting New Milton Town Council as they had a similar meadow and might have the required equipment.
- c. Members **RESOLVED** to invite quotes for grass cutting for 2024/25.

24E/6 (Agenda Item 6) Lakewood

- 1. Friends of Lakewood
 - a. The clerk advised that in previous years the council had sub-contracted the maintenance at Lakewood to "The Friends of Lakewood" with a grant of £500.
 - b. Members noted that in 2023 works had been done around the lake without seeking agreement from the council.
 - c. Members requested that the Friends of Lakewood be invited to the next Environment Committee meeting.
- 2. Tree work
 - a. The contracted chosen to do the tree work identified in the October survey, had pulled out, due to too much work.
 - b. Another contractor had been engaged and the TPO permission had been submitted to BCP council.
 - c. It was hoped the work would be completed in March.
- 3. Grass cutting 2024/25
 - a. In March 2023 Taylormade Gardens had been contracted to perform up to 5 cuts a year. To date, in the financial year 2023/24 four cuts had been made.
 - b. Members **RESOLVED** to engage Taylormade Gardens to cut the grass at Lakewood for 2024/25.

24E/7 (Agenda Item 7) Items for future meetings

- 1. The clerk was asked to include the Coastal Path on the next agenda.

24E/8 (Agenda Item 8) Date of the next scheduled meeting

- 1. Monday 4th June
- 2. An additional meeting would be held to meet with Nea Meadows stakeholders, including the angling club.

There being no further business the Chairman closed the meeting at 19.57 pm.

Signed

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