

**MEETING OF ENVIRONMENT WORKING GROUP**

**DATE: Wednesday 24<sup>th</sup> April 2019**

**Agenda**

1. Apologies for Absence
2. Pontyclun Community Garden - Matters arising for discussion
3. Pontyclun Environment Group - Matters arising for discussion
4. Refills – plastic water bottle refill scheme
5. A.O.B

**Present**

Paul Griffiths, Neil Holley, Gwyn Jackson, Anne Jackson, Mike Davies, Karan Lane

Sarah Jenkins - Pontyclun Environment Group

Kath Liddiard - Pontyclun Community Garden

1. Apologies - None

2. Pontyclun Community Garden - Matters for discussion

- (i) **Agreement/Licence** - The Working Group discussed the proposed Agreement/Licence which is to be put in place between the Community Council and the Community Garden group. Karan provided a precedent draft Licence to Occupy document intended as a start to discussions.

The Working Group agreed that, whilst the precedent document might be a starting point, both parties are looking for as simple an agreement as possible (i.e: a basic “do’s and ‘don’ts’ agreement).

There was some discussion on the matter of insurance and it was agreed/confirmed that insurance would be the Community Council’s responsibility in the agreement, but the Community Council’s standard insurance cover should meet the requirements in any event.

**Action** :- (i) Karan agreed to raise the matter of insurance with Julius to make certain that the Council’s standard insurance policies will meet our obligations under the proposed agreement. (ii) Karan will look at revising the precedent Licence to greatly simplify the document to meet our needs. Once revised/amended KL will, firstly, circulate the amended version to the Working Group for comments, prior to seeking the comments/approval of the full Community Council.

- (ii) **Draft Letter to residents** - Prior to the Working Group meeting, Paul had kindly circulated by e-mail (via Julius) draft wording for a letter to be sent

out to neighbours of the Community Garden. To remind you, the suggested wording for the letter is as follows;

**“Dear Resident**

**Pontyclun Community Garden**

**You will be aware that it is now two years since we opened ‘Pontyclun Park’ with its new play equipment, games area and publicly accessible open space. The Community Council works hard to keep the park clean and safe. I hope you agree that it has become a facility which is much used and enjoyed by local people.**

**In one corner of the park we have supported volunteers who have created a community orchard and garden.**

**I am pleased to report that the volunteers have agreed to give their time to maintaining the garden for the coming year. In the growing beds closest to our neighbours they will create some separation by planting low maintenance shrubs. In the other beds they will continue to grow vegetables which are freely available to all passers-by. The volunteers have agreed with the Community Council to have no structures other than the growing beds.**

**I hope you can agree with me that we are lucky to have such a successful park and garden created by such enthusiastic volunteers.**

**If you have any views or comments on the way we are managing the park I would be pleased to hear from you.**

**Yours sincerely**

**Paul Griffiths**

**Chair**

**Pontyclun Community Council”**

The Working Group discussed the draft letter and agreed it should be sent to neighbouring residents as drafted.

**Action** :- As/if necessary, the Community Council should consider the draft letter wording, and confirm the decision of the Working Group that the letter can be sent as drafted.

### 3. Pontyclun Environment Group - Matters for discussion

- (i) New Lease - The Community Council will recall previous discussions concerning the need for a new form of lease between the Community Council and Pontyclun Environment Group. Sarah has provided suggested terms for the lease, and it has been agreed at Council that the Environment Working Group could proceed to progress this matter on the basis of the draft terms received. Karan provided a

precedent lease document as a starting point for discussions. The Working Group agreed that, whilst the precedent lease document might be a starting point, both parties are looking for as simple a lease as possible. It was particularly mentioned that Pontyclun Environment Group (as Tenants) will be responsible for public liability insurance.

**Action :-** Karan will look at revising the precedent lease so as to greatly simplify the document to meet our needs. Once revised/amended KL will, firstly circulate the amended version of the lease to the Working Group for comments, prior to seeking the comments/approval of the full Community Council.

- (ii) **Tree Work :-** It has previously been noted and agreed at Council that Pontyclun Environment Group would meet half the cost of necessary tree works (which was estimated at the time as being £440). Sarah raised the point that PEG have not received an invoice for their contribution as yet. Sarah confirmed that PEG will meet payment of their contribution once an invoice has been received.

**Action :-** Karan agreed to raise the matter of the invoice with Julius.

#### 4. Refill - plastic water bottle refill scheme

Julius kindly brought this scheme to Karan's attention for discussion at the Environment Working Group. For further information, a link to the details of the scheme can be found at; <https://refill.org.uk/about/>

The idea of the scheme is that shops/businesses sign up and promote the fact that people can get a plastic water bottle refilled up at their premises for free. The only cost to a business would be a small amount of extra water, but those shops/businesses that sign up to the scheme might well find that the scheme brings people into the shop/business resulting in an increase in customer numbers.

The environmental benefits of the scheme seem self evident. The website indicates that the average person in the UK will use 150 plastic water bottles every year. If just one in ten people in the UK refilled once a week the result would be 340 million less plastic bottles a year in circulation.

Participating shops/businesses would indicate their support of the scheme by, amongst other things, placing a Refill sticker in their windows to indicate that they are a refill station.

The Working Group discussed the scheme and agreed it's merits. The Working Group discussed the possibility of the Community Council taking a lead as 'regional coordinators' of the scheme in the Pontyclun area.

**Action :-** (i) The Community Council should consider the refill scheme and decide whether the Council wishes to take a lead as regional coordinators of the scheme for our area. (ii) If the Council does agree with this proposal, does the Council wish the Working Group to progress this, with recourse to the full Council as required.

5. A.O.B

Japanese Knotweed - There was just one item of other business. At a previous Working Group meeting Sarah had queried the extent of the Japanese Knotweed spraying by RCT along the Brynsadler Mill river walk. Karan confirmed that a reply to this query had been received from Ray Edwards at RCT. Mr Edwards advised that (whilst he could not be 100% certain) it was very likely that spraying was done as far as could be walked along the river channel (which from Mr Edwards's knowledge of previous years would mean spraying would have taken place up to, if not past, the point where the Nant Melyn watercourse meets the River Ely).

Next Meeting - T.B.A