

ABINGDON-ON-THAMES TOWN COUNCIL

ENVIRONMENT AND AMENITIES COMMITTEE TUESDAY 19 JULY 2022

ITEM 9 – ACTIONS REGISTER (Updated June/July 2022)

Meeting date	Action	Responsible	Update
11-Jun-19	<p>SCATTERING OF ASHES</p> <p>It was resolved that funding from the cemetery improvement budget for 2019 / 2020 should be used to establish a new area for the scattering of cremated remains.</p> <p>Officers to look at establishing a new area for the scattering of ashes</p>	Cemeteries and Outdoor Services Manager	<p>4 Sep 19 - no area identified that would be suitable.</p> <p>9 Jun 20 - creation of new garden is in the programme of works to be carried out at a later date</p> <p>20 Jan 21 - Outdoor Services Manager is reviewing potential areas and will report back at a future meeting.</p> <p>10 Mar 21 - This is still being explored by the Outdoor Services Manager</p> <p>27.5.21 - no update</p> <p>14.10.21 – Cemeteries and Outdoor Services Manager has started groundwork on the site with the Memorial Garden in Spring Gardens Cemetery.</p> <p>8.11.21 – work is ongoing. Trees and shrubs will be purchased shortly.</p> <p>December 21 - hard landscaping begun, planting to be done in Spring.</p> <p>June 2022 update: landscaping and planting completed.</p> <p>July 2022 – The Cemeteries and Outdoor Services Manager proposes that this area will be available for those remains which are taken out of the vaults and will come forward with a proposal for memorial options > CREATE NEW ACTION</p>
03-Dec-19	<p>BIODIVERSITY PLAN</p> <p>The committee raised concerns regarding the speed at which matters were able to be implemented taking in to account the severity and urgency of the climate emergency. A member updated the committee on recent initiatives by Henley Town Council which included the rapid appointment of a biodiversity</p>	Community Services and Events Officer	<p>Oct-20: Community Services and Events Officer has contacted Henley Town Council regarding this and is awaiting a response.</p> <p>Jan 2021: Information received from Henley and sent to Chair. Henley Biodiversity officer invited to attend February meeting.</p> <p>18.2.21: Agreed that the Outdoor Services Manager would be</p>

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	<p>officer. It was resolved that officers would contact Henley Town Council to find out further details and report back at the next meeting. Officers to contact Henley Town Council on recent initiatives regarding the climate emergency</p>		<p>asked to lead a joint working party of the Green Advisory and Scrutiny Committee and the Amenities and Recreation Committee to produce an audit of what there is in Abingdon and preparing a plan for how this can be developed. REFERRED to Amenities and Recreation Committee to consider. 12.4.21: not yet considered by Amenities and Recreation Committee. 18.4.21: considered by GASC. John Killick presented a report. Agreed to establish a biodiversity competition for Abingdon. This will be listed a separate action below (2020-21, GR71) 28-July-2021: Biodiversity competition launched across social media, the website and the Town Noticeboards. End date: 31.8.21. UPDATE: end date for the competition extended to 30.9.21. 30.9.21 - UPDATE: There were 12 entries. LB working with Cllr Gabby Barody to compile a shortlist of winners and they will be contacted in due course. 18.10.21 - See report from Chair to meeting of EA Committee. Chair to prepare an action plan for 16.11.21 8.11.21: Biodiversity competition winners to be announced in December 2021 (Update: prizes were presented at Annual Meeting 11 May 2022) 11.1.22 : Report presented at the committee meeting and recommended to town council that the proposal to develop a plan be approved. 26.1.22: approved proposals at Town Council meeting 8.3.22: Meeting attended by representative of outside body (Abingdon Naturalists Society) who have formed a subcommittee to work on producing the plan. June 2022 update: <u>July 2022</u> – Cllr Barody to present the plan – Item_12</p>
17-Mar-21	PROGRAMME FOR REPLACEMENT AND NEW PLAY EQUIPMENT (FORWARD PLAN) -	Chair (Cllr Jim Halliday)	June 2021 - review of play areas undertaken - see agenda for Amenities and Recreation Cttee of 9.6.21

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	17.3.21: Committee members had planned to visit play areas but this is not currently allowed. The Chair will email all Councillors to establish interest in inspections and to try to coordinate visits with the Outdoor Services Manager if possible.		<p>October 2021 - two quotes received, one pending. Procurement should take place in November 2021 - report to meeting of 16.11.21: quotes received, being considered. June 2022 update: new equipment installed at Chilton Close play area, Boxhill recreation ground. Gym equipment delivered for Caldecott recreation ground, to be installed by ATC team.</p> <p><u>July 2022</u> - PROPOSE DELETE FROM ACTION PLAN – REFER TO FORWARD PLAN ITEM</p>
09-Jun-21	<p>INFANT BURIAL AREA It was recommended to the Urgency Committee that the landscaping and defining of an infant burial area be added to the Forward Plan for 2022-23, with this work being funded from the Cemetery Improvements 2022-23 budget 211/4156. Town Clerk to amend Forward Plan</p>	Cemeteries and Outdoor Services Manager	<p>8.11.21 – work planned for 2022 to create a path and raised seating area. Officers to identify estimated costs for the work. June 2022 update: <u>July 2022</u> - PROPOSE DELETE FROM ACTION PLAN – REFER TO FORWARD PLAN ITEM – TO BE FUNDED FROM BUDGET AND EARMARKED RESERVE</p>
13-Jul-21	<p>FOOD WASTE POLICY At the meeting of the Green Advisory and Scrutiny Committee on 20 April 2021, a draft food policy was proposed by Cllr de la Harpe which he noted was over-long. The statement below could be adopted as a policy, allowing other committees to develop plans within this framework. This Council has declared a Climate Emergency and has a stated aim of becoming carbon-neutral by 2030. It is widely acknowledged that one of the most important steps society needs to take to reach carbon neutrality is to eat fewer animal products and fewer foods that arrive by air freight. While this Council does very little catering, we lead by example and will be promoting locally sourced, plant-based foods at all Council events that include catering. Cllr de la Harpe offered to look at the new information and report back to the next meeting.</p>		<p>March 2022 update: Due to other commitments, Cllr de la Harpe no longer is available to provide this. June 2022 update: Is this action still required?</p> <p><u>July 2022</u> – The Town Clerk to contact the Chamber of Commerce with regards to getting businesses and food outlets involved. Aim to be plastic free by Autumn.</p>

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19-Oct-21	COMMUNITY WOODLAND A business proposal would be presented to the next meeting of the Environment and Amenities Advisory Committee. It would be beneficial for the Town Council to learn from the experience of other communities and the work of Cumnor was highlighted. The work of residents reviewing the site and preparing proposals for planting was noted.	Town Clerk	8.11.21 – report with business plan and proposal to be presented to committee <u>July 2022</u> – ACTION IN ITSELF AND INCLUDED NOW ON FORWARD PLAN
16-Nov-21	ALLOTMENTS A report was requested from officers which would provide further information on the number of people waiting for allotments, the duties of the Town Council and the potential cost of provision of new allotments. The report would be prepared for the meeting scheduled for March 2022.	Town Clerk	At March meeting report was approved and further work requested: To undertake further work to establish the demand for additional allotments and to outline the broad options for provision of any additional allotments. Suggest this goes into Forward Plan for 2023-24.
11-Jan-22	NEW CEMETERY WORKING GROUP The new cemetery working party were requested to prepare a needs analysis to develop a business case for the Town Council to make a decision	Town Clerk	June 2022 update: Town Clerk to update <u>July 2022</u> – Update from Cllr Halliday- agenda item 14
11-Jan-22	RIVER THAMES The Town Clerk was asked to contact the Environment Agency to obtain information regarding two sunken boats in the River Thames	Town Clerk	8.3.22 – EA have been informed. Committee requested that a further letter be sent to EA and copied to local MP. June 2022 update: <u>July 2022</u> – The Town Clerk to update.
8 Mar 22	REVIEW OF PLAY AREAS Meeting to be arranged for this working group	Town Clerk	<u>July 2022</u> – The Cemeteries and Outdoor Services Manager to update in his report – Item 13
8 Mar 22	SUNKEN BOATS IN THE RIVER A further letter be sent to the Environment Agency regarding the problem of abandoned boats on the Thames in Abingdon, to be cc'd to the local MP.	Town Clerk	Town Clerk to update