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**ENVIRONMENTAL SUSTAINABILITY COMMITTEE MEETING MINUTES  
TUESDAY 11TH OCTOBER 2022 @ 7.00PM**

<b>Present:</b>	
<b>Councillors:</b>	N Gardiner (Chairman), (Ms) J Murphy, K Saunders and R Williams
<b>Community Representatives:</b>	R New and D Roberts
<b>Town Clerk:</b>	(Mrs) D Rose (Mrs) C Haines
<b>Members of the Public:</b>	None
<b>Apologies:</b>	Councillor G Olley J McGregor, M Kitchener, and L Tremblin

		Action
12	<b>ELECTION OF CHAIRMAN IN ABSENCE OF THE CHAIRMAN OR DEUPTY CHAIRMAN:</b>  <b>RESOLVED</b> to elect Councillor K Saunders as temporary Chairman until the Chairman arrives. Councillor K Saunders was duly elected.	
13	<b>HOUSEKEEPING, DECLARATIONS OF INTEREST:</b>  None	
14	<b>PUBLIC QUESTION TIME: (Maximum 10 Minutes) &amp; CORRESPONDENCE:</b>  None	
15	<b>CHAIRMAN ARRIVED:</b>  The Chairman arrived at the meeting and took the Chair.	
16	<b>MINUTES OF THE MEETING:</b>  <b>RESOLVED</b> to confirm and sign the Minutes of the Environmental Sustainability Committee (ESC) Meeting dated Tuesday 14 <sup>th</sup> June 2022.	
17	<b>OUTSTANDING ACTIONS:</b>  a. Councillor R Williams is to contact St Michael's Church to ascertain if the Church would be a suitable venue to hold the Repair Cafes.	RW

	<p>b. Councillor R Williams is to speak with various colleagues to see if they would offer their time and skills to facilitate at the Repair Cafes and report back at the next meeting.</p> <p>Update on previous Actions:</p> <p>c. D Roberts prepared a report previously on infra-red cameras, costings and monitor heat surveys for individual residents. D Roberts is to update his report with latest costs involved and report back to ESC.</p> <p>d. The Town Clerk has received the following response in relation to Footpath encroachment criteria:</p> <p><i>‘The Council does not have any policies or criteria that cover public rights of way. There are many sections within the Highways Act 1980 that cover specific issues and give the highway authority power to act. However, many potential encroachment issues could be considered de minimis and the Council would not have sufficient resources to take enforcement action’.</i></p> <p>e. Current Fireworks Providers can provide various packages on mixed displays of fireworks, lasers shows and music, all of which come at an elevated cost.</p> <p>f. Councillor K Saunders has emailed SBC regarding information that could be shared with the Public and Schools, he advised he is currently awaiting a response, with regards to Tetrapak.</p>	RW
18	<p><b>REPAIR CAFÉ:</b></p> <p>M Kitchener provided a report prior to the meeting, the Committee agreed to go ahead with the next steps as outlined:</p> <ul style="list-style-type: none"> <li>• Organise an online information evening</li> <li>• Book Council rooms</li> <li>• Obtain Public Liability Insurance</li> <li>• Webpage Information</li> <li>• Publicise Event</li> <li>• Financial Assistance</li> </ul>	MK DR DR MK MK/DR MK/DR
19	<p><b>PLEDGES:</b></p> <p>The agenda Pledges item is deferred due to M Kitchener not attending.</p>	
20	<p><b>SUSTAINABLE WEBSITE:</b></p> <p>The Sustainable website is provided by Councillor P Newton Smith who is responsible for keeping it up to date, he has stepped down from the Committee. Councillor N Gardner is to discuss with Councillor P Newton Smith, the potential for it to be taken over by the Highworth Town Council (HTC).</p>	NG
21	<p><b>PROJECT PLAN – SBC CLIMATE EMERGENCY OBJECTIVES:</b></p> <p>The agenda item is deferred until all information has been received.</p>	NG

22	<p><b>TURVEC PUMP FOR CYCLES:</b></p> <p>Councillor N Gardiner gave a report on a publicly accessible cycle pump and repair station for Highworth.</p> <p>A Turvec pump is a universal workstation for cyclists to tune and repair their bicycles in public spaces with an average cost of £1275 per unit. Location options would need to be discussed further.</p> <p>R New to approach the Coop regarding funding and siting of a turvec pump unit. Councillor N Gardiner to research cost of unit that is enclosed and report back at the next meeting.</p>	RN NG
23	<p><b>MEMBERS' BUSINESS</b></p> <p>None</p>	
<b>MEETING CLOSED 7.59 PM</b>		

Signed: .....

Date: .....