

DOWNHAM MARKET ENVIRONMENT STRATEGY GROUP
RECORD OF MEETING HELD TUESDAY 09 JUNE 2020 AT 5:30PM

Those in attendance at the meeting were notified of the zoom procedures.
 Members were reminded that they should have their mobile telephones turned off or switched onto silent mode.

		ACTION
	<p>Present: Chair – Cllr Hayes Councillors – Groom, Pickering, Westrop and Woodmin Town Clerk Mrs E Oliver Senior Administrator Ms C Dornan</p>	
1	<p><u>To receive apologies for absence</u></p> <p>There were no apologies received.</p> <p>Cllr Brighty, Cllr Daymond and Cllr Hendry did not attend.</p>	
2	<p><u>To agree the notes of the meeting held on Tuesday 10 March 2020</u></p> <p>Proposer Cllr Pickering Seconder Cllr Groom</p> <p>'That the minutes of the meeting held on Tuesday 10 March 2020 be duly approved'</p> <p>All in favour</p> <p>NB - There have been no meeting since 10.03.2020 until today due to Covid-19 restrictions.</p>	
3	<p><u>To recap on outstanding actions that have been taken or need taking</u></p> <p><u>Solar Panels</u></p> <p>Cllr Daymond was not present at the meeting. Update to be requested from Councillor.</p> <p><u>Food Waste</u></p> <p>Cllr Pickering has been unable to complete any further visits to Ely due to the Covid – 19 restrictions.</p> <p><u>Tree Cover</u></p> <p>No further update from BCKLWN. Next Zoom meeting with Brian Long 19.06.2020. To be placed on the Liaison meeting agenda.</p>	<p>Senior Administrator</p> <p>Town Clerk</p>

<p><u>Composting</u></p> <p>Cllr Brighty was not at this meeting. Cllr Brighty to be contacted requesting an update, it was suggested that he be called as he may have difficulty currently accessing emails.</p>	Senior Administrator
<p><u>Wild Flower Presentation</u></p> <p>A copy of the presentation received in two parts. These will be combined and sent to the Cllrs.</p>	Senior Administrator
<p><u>Community Group / School Liaison</u></p> <p>Cllr Woodmin has been unable to move forward due to school and facility closures, this will remain on the agenda.</p>	
<p><u>Hunstanton Climate Emergency Meeting</u></p> <p>There have been no meetings due to Covid-19 restriction this will remain on the agenda.</p>	
<p><u>Spring into Sustainability Event</u></p> <p>To be discussed under item 5.</p>	
<p><u>Swift Boxes at the Heritage Centre</u></p> <p>The Swift Boxes have not arrived. Contact to be made with Cllr Andy Bullen for an update.</p>	Senior Administrator
<p><u>Meeting with Charlie Gardner</u></p> <p>Still awaiting response from Dr Gardner.</p>	
<p><u>Landfill</u></p> <p>Chris Bamfield has asked for this request to be postponed to July 2020.</p>	Cllr Westrop
<p><u>Green Tips</u></p> <p>Karen Everett at Your Local Paper has been furloughed so the publications of tips is currently on hold. This will proceed as soon as we are able.</p> <p>Swaffham Parish Cookbook was suggested as a source of tips. Suggested some are placed on the website. To be emailed to Town Clerk.</p>	Cllr Groom /Town Clerk
<p><u>Herb Garden</u></p> <p>A Grant has been received for the chatty seat its hoped that we can place a bird table / insect house in this area. The herb Garden will be discussed with CGM at the next monthly meeting with them.</p>	Town Clerk

	<p><u>Sustainable Purchasing</u></p> <p>Tina Griffin, Administrator has completed a project on sustainable purchasing however, more guidance is now needed from Council.</p> <p>The cheapest is usually Amazon however this is not the most sustainable due to secondary packaging. There are concerns regarding the impact of the transport/next day delivery due to larger carbon footprint, to reduce the need for this we should be ordering items prior to running out, and measures need to be put in place to address this.</p> <p>Secondary packaging is also an area that needs to be considered, many suppliers have this information,</p> <p>Downham Market suppliers are often obtaining supplies from secondary suppliers and not direct from the business producing the item.</p> <p>Suggested that an appendix is added to the Sustainability Policy. Criteria now needs to be added such as (suggestion) if a more sustainable product is within 10% of an alternative less sustainable product then there is a cost v sustainability benefit.</p> <p>It was noted that the Town Maintenance contractor no longer uses peat in the compost improving the environmental impact the Town Council has.</p> <p>It was suggested that, where possible, that all the products are UK made.</p> <p>It was agreed that this should be a sole agenda item at a future meeting once the Town Council staff have completed further research into sustainable purchasing.</p> <p>It was felt that the Town Council should record its aspirations over the next 5-10 years.</p>	<p>Senior Administrator</p> <p>Town Clerk / Senior Administrator</p>
4	<p><u>To receive and discuss Carbon Foot Print report for the Town Hall and Town Council Offices</u></p> <p>The report was only available to Councillors the day prior to the meeting so Councillors felt they needed more time to digest the data within the report.</p> <p>It was agreed that this would be discussed in more detail in the July 2020 meeting and is to be placed on the agenda. A decision as to whether to invite Richard Burton to a future meeting would be made at that meeting.</p> <p>It was clear that the cost of utility bills was the biggest issue in terms of finances and environmental impact. It is hoped that the electrical works in the Town Hall will ease this.</p> <p>Although currently in contract with SSE, it was requested that information be obtained on whether there was a greener contract available.</p>	<p>Senior Administrator</p> <p>Senior Administrator</p>

5	<p><u>To discuss the Spring into Sustainability conference</u></p> <p>A discussion ensued as to who would be selected as speakers at the Spring into Sustainability conference. The group were reminded that this must not be a political event and the focus should be on grass roots, practical guidance for the residents.</p> <p>An appropriate academic expert would be sought, UEA would be approached.</p> <p>It was suggested Sandra Squire from NCC could be invited to speak.</p> <p>It was suggested that the recent interns at BCKLWN be approached and asked if they would speak.</p> <p>It was suggested that the organisers of Eco Ely be approached for ideas. Cllr Hayes to provide contact details.</p> <p>It was noted that the face covering currently being provided by the Town Council were an excellent example of sustainability as they are recycling old material and are washable therefore not single use. The only new item is the elastic.</p> <p>The Spring into Sustainability event is booked for 16 & 17 April 2021 at the Town Hall. A poster is to be forward so that it can be placed on Facebook and the website.</p>	<p>Cllr Groom</p> <p>Cllr Westrop</p> <p>Cllr Westrop</p> <p>Cllr Hayes / Cllr Groom</p> <p>Cllr Westrop / Senior Administrator</p>
6	<p><u>To agree the date of the next meeting</u></p> <p>Tuesday 7 July 2020 at 5:30pm</p> <p>Cllr Woodmin asked that the environmental impact of the Market be considered at the next meeting. To be added to the agenda.</p> <p>The meeting closed at 6:25pm.</p>	<p>Senior Administrator</p>
	<p>SIGNED</p>	<p>DATE</p>