

MINUTES OF THE CLERKS' MEETING

Wednesday 3 March 2021, 5pm

Virtual meeting via Teams

Attendance

Attendees

Lindsay Swinfield, Appleby Magna Parish Council
Jack Fargher, Ashby de la Zouch Town Council
Melanie Mitchell, Ashby de la Zouch Town Council
Andrea Robinson, Ashby Woulds Town Council
Sam Lockwood, Breedon on the Hill Parish Council
Cllr Colin Burton, Castle Donington Parish Council
Fiona Palmer, Castle Donington Parish Council
Karen Turrell, Ellistown & Battleflat Parish Council
Cllr Maureen Havers, Charley Parish Council
Cllr Julia Howard, Charley Parish Council
Jan Shepherd, Heather Parish Council
Cllr Russell Johnson, Hugglescote & Donington le Heath Parish Council
Cllr Clark Robinson, Hugglescote & Donington le Heath Parish Council
Cllr Richard Swann, Hugglescote & Donington le Heath Parish Council
Simon Weaver, Hugglescote & Donington le Heath Parish Council
Cllr Colin Manifold, Measham Parish Council
Dawn Roach, Measham Parish Council
Alain Skelding, Normanton le Heath Parish Meeting
Kelly Grove, Oakthorpe, Donisthorpe & Acresford Parish Council
Cllr Angela Bexton, Ravenstone with Snibston Parish Council
Cllr Chris Robinson, Swepstone Parish Council
Cllr Lisa Collins, Whitwick Parish Council
Cathy Tibbles, Whitwick Parish Council
Cllr Carole Bramley, Worthington Parish Council

Presenters

Paul Sanders, NWLDC, Head of Community Services (PS)
Ian Webster, NWLDC, Environmental Protection Senior Enforcement Officer (IW)
John Bright, NWLDC, Waste Services Development Officer (JB)
Lily Walker, NWLDC, ReCycle More Officer (LW)
Julia Marshall, NWLDC, Climate Change Programme Manager (JM)

Councillors/Officers

Cllr Andrew Woodman, Portfolio Holder for Community Services
Catherine Ridgway, NWLDC, Interim Community Focus Team Leader (CR)
Zara Barnes, NWLDC, Interim Community Focus Officer (ZB)
Daphne Robinson, NWLDC, Community Focus Officer (DR)
Gillian Squires, NWLDC, Community Focus Officer (GS)

Apologies

Cllr Keith Merrie, Ellistown & Battleflat Parish Council
Vicky Roe, Kegworth Parish Council

	Detail	Actions
1	<p>WELCOME – PAUL SANDERS</p> <ul style="list-style-type: none"> • PS welcomed everyone to the meeting and outlined the agenda for the evening. • Tonight’s agenda is all around the Zero Carbon and environmental agenda. • Apologies from Elizabeth Warhurst as she has been unable to make this evening’s meeting. • PS noted that the Duke of Edinburgh has recently been admitted to hospital and expressed the group’s wishes for a speedy recovery. NWLDC has recently reviewed its Royal protocol procedures in light of the current pandemic. In the event of a death within the Royal family during the pandemic, an online book of condolence would be set up. PS noted that the Duke of Edinburgh has made it known that, in the event of his passing, he prefers a very low key approach to civic arrangements. PS encourages parish councils to also review their processes in light of this. 	
2.0	<p>VOLUNTEER LITTER PICKING – IAN WEBSTER</p> <p>IW outlined Environmental Protection and Waste Services’ procedures.</p> <ul style="list-style-type: none"> • IW defined litter versus flytipping and the legislation and penalties for both. • There was a big increase in flytipping when the recycling centres closed at the start of pandemic. Starting to get on top of the flytipping situation now. A lot of flytipping comes from illegal waste carriers. • IW outlined duty of care and how fines can be escalated to magistrate’s court. • Controlled waste – how do you know if a business is authorised to take away your waste? The easiest way is to check on the Environment Agency’s website; this is preferable to checking a licence as an illegal waste carrier will often have a fake licence. • The Volunteer Litter Pickers scheme was set up as part of the Green Footprints Challenge. Equipment is provided to individuals and groups; this includes a high vis vest, litter picker, clear bags and guidance, including important safety aspects. • NWLDC advises that community litter pickers don’t pick on main trunk roads, ditches, climb trees, etc for safety reasons but instead focus on park areas, paths, etc where it is safer. • Avoid large items, unidentified cannisters, etc – again for safety reasons. For example, one litter picker found an unidentified item and took the right approach by reporting it to the Police; it turned out to be a WW2 explosive device so they took the right course of action. • Litter pickers are encouraged to take litter home with them and not leave it on the road-side verge, where it can become a safety hazard. • NWLDC is not supporting any group litter picks at the moment and only supporting individuals at present. With the current pandemic it is suggested that volunteers only pick within their own social bubble. 	

- NWLDC is looking to relaunch support to volunteers; there has been a lot of interest in litter picking during the pandemic and the team has already got kits out to over 70 people within the last year.
- Litter pickers are doing a great job and we are very grateful for their support. But we would encourage litter pickers to consider their personal safety, particularly where they pick.
- Further funding of £15k has been budgeted for the relaunch of the community litter pickers in Spring 2021.

Q&A

Q. Carole Bramley – put name down on list for equipment - when is it coming?

A. IW – starting to roll equipment out to volunteers and doing so as quickly as possible.

Q. CB – some verges between villages are heavily littered, eg. Packington. Is there anything NWLDC can do or direct community litter pickers to pick?

A. IW – wouldn't encourage community volunteers to pick on these verges as there is no footpath, so it is too dangerous. PS – under significant pressures within Waste Services with 65 outbreaks amongst crews and some crew having to shield. Have had to move staff from other areas to fill in. Aware of issues on trunk roads and that COVID has made littering a lot worse. NWLDC committed to clearing the litter as soon as possible.

Q. CB – should we not be picking road side verges? Someone needs to.

A. IW – our guidance sets out that verges where there is no footpath should be avoided for safety reasons. PS - NWLDC can only advise people on the guidance but it is up to individuals as to what they decide to do.

Q. Sam L – how many bags of rubbish can community litter pickers leave by their black bin?

A. IW – please take home, extract any recyclables and then leave up to four clear bags (not black bags) to be collected as side waste. Needs to be registered as a litter picker and the litter needs to be in clear bags so crews know that they are part of the scheme.

Q Clark Robinson – how many officers are empowered to issue fixed penalty notices (FPNs)?

A. In Environmental Protection there are four members of staff who can issue FPNs. It is very difficult to witness people littering so would encourage parish/town councils to urge residents to come forward with any evidence.

Q. CR – important to litter pick before the mowing season starts.

A. PS – it's on the plan to clear areas before the season starts.

Q. CR – in Hugglescote got a number of new developments. Who do we speak to in order to get sweeping routes included, eg on new sections of Grange Road?

A. PS – **ACTION:** Waste Services to pick up outside of this meeting.

Q. Angela Bexton – what is the difference between Litter Wombles and Green Footprints Litter Champions?

PS/CF

	<p>A. IW – Litter Wombles set up as a Facebook group, this is an informal group that covers the north of Leicestershire. Green Footprints community litter champions are signed up formally with NWLDC and volunteer within NWL district. A lot of our members belong to the Wombles too.</p> <p>Q. Jack Fargher – lots of new estates developed but no litter bins installed. What is NWLDC’s policy on this?</p> <p>A. IW – NWLDC has to wait for estates to be adopted by LCC before NWLDC can install new litter bins, as well as arrange for sweeping, litter picking, etc.</p> <p>Q. Russell Johnson – comment – there are issues where new estates are under control of management companies.</p>	
<p>3.0</p> <p>3.1</p>	<p>RECYCLE MORE – JOHN BRIGHT</p> <p>John Bright and Lily Walker talked through a number of slides.</p> <ul style="list-style-type: none"> • Key aim is to increase household recycling to 50% by 2023. • Looking to increase recycling, introduce food waste recycling and reduce black bin waste. • Recycle More was launched in August 2019 and eight roadshows were held. • Outlined LCC’s reusable nappy scheme • Food waste recycling was launched in November 2019 and over 40 tonnes of food waste was collected between then and March 2020, when it had to be paused due to the pandemic. Participation rate of 35.2 – 44.2% was classed as ‘average’ using WRAP criteria. • Recycling Trolley trial was launched in October 2019 with 250 households and had lots of great publicity. Out of 189 survey responses, 94% find the trolley easier than boxes and 83% responded that had increased their recycling. • An audit of mini recycling sites was carried out during 2019. 70% of people want to be able to recycle WEEE, 66% would like to see more bring banks for tetra paks and 57% would like to recycle plastic film and carrier bags. • Increased promotion of textiles recycling and introduced batteries and mobile phones was introduced in December 2019. Been looking at bulky waste collection. • Parish councils, schools, etc can collect crisp packets and bring to council offices (when open again). So far collected almost 43,000 crisp packets, raising over £200 for Alzheimer’s Society. • There was an increase in commercial recycling contracts, up by 9.8% during 2019/20. • Changing hearts, minds and habits branding was introduced and the team has been using social media a lot. • Housing growth – Waste Services work with planning team to make sure that recycling is easy and convenient for residents on new developments. • Looking ahead – will be focusing on Year Two of Recycle More – about to recycle a second recycling trolley; reviewing food waste collection trials; exploring a £45 subscription service for additional garden waste bins; looking at a new waste services app. <p>Q&A</p>	

	<p>Q. RJ – does not like the idea of charging £45 for additional garden waste bins, people already paying for Council tax. A. PS – people’s views will be picked up as part of the review.</p> <p>Q. JH – congratulations on all the work that is being done. A. PS – Recycle More follows Government Best Practice, so pleased with impact.</p> <p>Q. JH – do councils check black bins for recyclables? A. JB – smart bins and technology would help to make this possible. Would generate additional funds for NWLDC also.</p> <p>Q. CR – thinks the stacking bins on the trolley is a lot better than the boxes, which are a big contributor to littering. Is the intention to roll this out to everybody? A. PS – currently working with manufacturer to trial another type of bin. There is a strong political will to explore rolling this out, as well as food collection, in the future.</p>	
<p>4.0</p> <p>4.1</p>	<p>ZERO CARBON – JULIA MARSHALL</p> <p>Julia Marshall outlined the Zero Carbon Roadmap, talking through a number of slides.</p> <ul style="list-style-type: none"> • Climate emergency declared in June 2019 • Zero Carbon roadmap was adopted at Cabinet in March 2020 • The focus is on three things: action – influence – facilitate • JM is working with LCC who are undertaking a Parish Climate Action Survey. ACTION: all parish councils are encouraged to take part in the survey. • Community Carbon Calculators – free carbon calculator that allows you to view carbon footprint at a parish level. Can also compare parishes. • CR suggested setting up a workshop to share the toolkit with parish councils. ACTION: JM to set up workshop with support from Community Focus. • Question 1 for parish councils: what activities or plans does your parish/town council have to improve its own carbon footprint? • Question 2: Is there interest in setting up a parish council group to share ideas and activities? <p>Q&A</p> <p>Q. Cathy Tibbles – how do you get the data for the calculator? A. JM – provided as part of the tool, can help to get people to consider what they do.</p> <p>Q. CB – parish council is looking to hire a thermal imaging camera but having issues A. JM – Thermal imagery kit will have costs to hire. Perhaps step back and look at EPC certificates first, which gives you a rating on your house and will give recommendations on what to do next. ACTION: JM to pick this up with CB outside this meeting.</p> <p>Q. SW – with all the development happening in Hugglescote, unable to get developers involved in looking at solar panels, electric car charging points, etc. Hugglescote PC included this in its Neighbourhood Plan but need planners to assist parish council to ensure that actions taking. A. PS – ACTION: will take this back to Planning Policy, difficult to force developers to take action, more a case of encouraging them. If not in planning standards then cannot enforce.</p>	<p>ALL</p> <p>JM</p> <p>JM</p> <p>PS</p>

5.0	<p>ANY OTHER BUSINESS</p> <ul style="list-style-type: none"> • Green Grant has been redesigned and relaunched as the Zero Carbon grant; press release to follow, website now live and open for applications. The relaunch is to enable parish councils and groups to apply for £50 up to £500 as required, match funding still needed. ACTION: parish councils to consider submitting applications. • An online survey evaluation form will be sent out with the minutes and presentation. • Please send through any agenda items for the next meeting. 	<p>ALL</p> <p>ALL</p> <p>ALL</p>
6.0	<p>DATE OF NEXT MEETING</p> <ul style="list-style-type: none"> • Wed 2nd June, 5pm 	<p>CF</p>