

Didcot Town Council

Notice of an extraordinary meeting of the

Environment and Climate Committee

Monday 19th October 2020 at 7.30pm

Online at Zoom.us (or via your device app).

Members of the Environment and Climate Committee are invited to attend a meeting on Monday 19th October 2020 at 7.30pm.

Admission of the public and media

The Council welcomes members of the public to its meetings in accordance with the Public Bodies (Admission to Meeting) Act 1960.

Due to the Covid-19 virus, admission to this meeting will be online.

If any member of the public wishes to comment on these items please contact the Planning and Environment Officer.

Reports and minutes

We add reports and minutes to our website.

Recording, photographs and filming

The press or public may audio-record, photograph or film meetings, or report from the meeting using social media. As such members of the public may be recorded or photographed during the meeting.

We ask that anyone wishing to record or photograph the meeting notifies the Planning and Environment Officer before the start of the meeting.

Public participation – via zoom.us (or via your device app)

The Council welcomes the public's involvement in meetings, which must be in accordance with our rules (Standing Orders 18-20 on a matter before the Committee).

At the relevant time during the meeting, the Chair will invite members of the public to present their questions, statements or petitions. To find out about participation – or to view without speaking – please email the Planning and Environment Officer for details of how to join the meeting – Glangton@didcot.gov.uk or see the guidance below.

How to join the meeting using zoom.us

Should any member of the public wish to join the meeting, please contact the Planning and Environment Officer by email (GLangton@Didcot.Gov.UK) to request an invitation.

You will be provided with instructions on how to join the meeting. You will need to sign up to a Zoom account, which is free. You should use your browser to find **zoom.us**, then simply follow the instructions to sign up. Should you wish to make a comment rather than attend, please email the Planning and Environment Officer or any Committee Member prior to the meeting.

AGENDA

1. To receive apologies.
2. To receive declarations of interest
Members should declare any interests they may have on any item on this agenda in accordance with Didcot Town Council's Code of Conduct.
3. To consider the Outdoor Services Manager's attached report.
4. To consider the Allotment Holder's appeal procedure (attached report).
5. To consider the 2021-22 budget (attached report).

Janet Wheeler, **Town Clerk**



13th October 2020

Voting members:

Cllr P Davies
Cllr A Hudson
Cllr A Macdonald
Cllr D Macdonald
Cllr D Rouane
Cllr A Thompson
Cllr C Wilson

Nominated Substitute Members:

Cllr J Durman
Cllr M Khan
Cllr A Sandiford
Cllr M Walsh
Cllr P Geisberg

Didcot Town Council

Environment & Climate Committee

13th October 2020



Report author: Guy Langton

Committee budget for financial year 2021-22

Introduction

1. The Environment & Committee has been asked to consider the items it would like to include in the Council's budget for the financial year 2020-21.
2. As is the case with all such processes, the figures provided are estimates. The attached table gives notes for lines of expenditure and income as appropriate.
3. For FY2021-22, 3% has been added to reflect increased costs as a result of inflation etc. Where the Officers feel a larger increase is required, there is a brief explanation.
4. It should be noted that the Planning & Development Committee, whose budget is considered within the Environment Committee's will be considering requesting a budget totalling £13,000 (Appendix 1).

Detail

5. The Committee has the opportunity to review the attached budget table, which includes the detail of the headings for which this committee is responsible.
6. The current total overhead expenditure is £829,601. This is made up of:
 - a. £1,023,268 expenditure
 - b. £193,667 income.
7. Income is derived mostly from Willowbrook (£42,745), which the Officer has halved for the coming financial year. Additional sources are the Allotments (£11,700) and Cemetery (£17,000). Smaller amounts come in from Ladygrove Lakes fishing tickets (£85), Bowls Club rent (£50), Fun fairs (£3,399) and Sports Pitch hire (£3,000).
8. There is also £13,424 from OCC as a grant to maintain the highway verges. It should be noted that this grant has not been increased since its agreement, in 2016. The Officers attempted to negotiate an increase in 2017 but were

unsuccessful. It now covers roughly half of the costs, 55%. The funding mechanism is 130,970 square meters of grass at 10.25p per square metre (2 cuts per year).

9. Extra areas of budget have been added for Street Furniture and Bus Shelters.
10. A number of lines are suggested to move from the broader '325 Projects' to aspects of spend.
11. The Officers note there are no clear budget lines that would arise from its work to address the climate emergency. There is a Green Projects (1173) budget of £20,000. This is available across the Council's activities and could be considered for increase given the desire of this Committee and the Council more widely to have a positive impact on the climate emergency.
12. There are grants available sourced from developer contributions. Section 106 and Community Infrastructure Levy arising from these contributions are to be used for the provision of community facilities. CIL has fewer limitations on what each specific contribution may be spent on. S106 is more specific. Further details may be found on the SODC [website](#).
13. A list of the S106 contributions that the Town Council may apply for is provided at the end of the attached table. S106 has agreed spend by dates and these (where known) are on the attached table.
14. The Council has received approx. £195,000 in CIL since April 2017. This financial year it may expect to receive a further £6,897 and then £102,000 approx. in April 2021. CIL has a five-year spend date, the earliest is to be spent by 2022.
- 15.

Recommendation

16. The Committee consider the budget as presented, line by line.
17. The Committee consider requesting the allocation of CIL and/or S106 to support spending.
18. The Committee consider additional lines it may wish to add and the estimate funds required.
19. The Committee consider the fees charged for burials and ashes interments and for allotments.
20. The Committee consider the likely income from fishing season tickets sold for Ladygrove Lakes.

Financial Implications

21. Any increase in budget requests would necessitate an increase in precept if savings could not be found elsewhere.
22. CIL, S106 and other grants may be found to support money raised through income and precept.

Report supporting Item 5
 Extraordinary Environment and Climate Committee 19.10.2020
 Appendix 1 – Planning & Development Committee draft budget request.

Heading	Amount	For
Traffic surveys	£1,000	The Traffic Advisory Group has received a budget for conducting traffic surveys in the past, currently coded as 1272.
Printing & publicity of planning applications	£1,500	<p>SODC no longer print planning applications.</p> <p>Following the change to the District Council's processes in response to the Covid-19 restrictions, paper copies of planning applications have not been produced since March 2020. In a letter sent to all towns and parishes in April 2020, Adrian Duffield stated that the DC intended "to continue with this practice for the long-term as it is more environmentally friendly, supports our council's aims of becoming carbon neutral, and it has helped to reduce costs". The Town Council may therefore have to print copies should members of the public visit the Civic Hall to view the application in hard copy. Members of the public still ask to see hard copies at the Town Council offices. The Town Council is only able to print to a maximum of A3 size. The Committee considers that larger formats would be required if and when face to face meetings return and/or to provide to members of the public to review at the Council Offices.</p> <p>Broader planning activities such as the Gateway redevelopment or extensions of Didcot to the extent of its parish boundaries could be considered to require the Council to engage directly with residents, remotely or face to face (when circumstances allow). Publicity would be required to ensure the fullest possible engagement.</p>
Public Consultations	£3,000	The Traffic Advisory Group has agreed to progress plans for the consultation of local residents with regard to civil parking enforcement. Other consultation exercises may be forthcoming for large planning consultations and other development activity, such as detail of section 106 and section 38 agreements. Venues may need to be rented
Professional fees	£5,000	<p>The Town Council may need specialist help when considering applications, for example Hydrologists can be engaged to provide specialist advice regarding flooding or waterlogging of land.</p> <p>The Town Council could benefit financially from a well-managed engagement with developers and the principle authorities. It is becoming more common practice for developers / District Councils to</p>

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		<p>offer the management and maintenance of public open space, play areas, allotments (for example) to smaller authorities, along with some funding. To ensure the best outcome, even with the standard formula applied by the District Councils of £X per square metre, the instruction of a solicitor is advised to ensure the agreement drafted is to the best benefit of the smaller authority. A local Parish Council secured a S106 contribution in this way of in excess of £240,000 with an outlay of less than £1,000.</p> <p>The possible ALDI site just west of the Town in Harwell Parish could, for example, be seen as having an effect on the facilities of the own but infrastructure money would not be forthcoming without professional involvement, it would all be presented to Harwell Parish, though the store would be understood to be in Didcot.</p>
Signage	£2,500	The Council has no road and limited other signage at present. The Royal British Legion has will be required to manage the Remembrance Day parades in future years and will need to purchase or hire the required signage. The Council may wish to erect signs to assist with traffic calming for other works and events on its land also need similarly supporting.
Total	£13,000	