



# SANDHURST TOWN COUNCIL

COUNCIL OFFICES  
SANDHURST MEMORIAL PARK  
YORKTOWN ROAD  
SANDHURST, BERKSHIRE  
GU47 9BJ

Tel: 01252 879060 (24hr answer phone)  
Fax: 01252 860070

Email: [stc@sandhurst.gov.uk](mailto:stc@sandhurst.gov.uk)

All Environment Meetings are open to the Public and Press.

Dear Councillors Mrs S Davenport (Chairman), N Allen, Mrs J Bettison, B Brooks, M Brossard, J Edwards, P Hodge, Ms G Kennedy, Mrs P McKenzie, Mrs M Mossom, R Mossom, P Panesar (Vice Chairman), M Sanderson, S Thomas, M Vandersluis, P Wallington.

You are hereby summoned to attend a meeting of the **Environment Committee** to be held in the **Kitty Dancy Room, Sandhurst Community Hall Complex, Sandhurst** on **Thursday 10<sup>th</sup> November 2022** at **7.30pm** for the purpose of considering and resolving upon the subjects and matters set out in the agenda below.

Angela Carey

---

## 1. Apologies for absence

To receive and accept apologies for absence.  
(Procedural item)

## 2. Members' interests

To receive any declaration of interests from Members on the business to be transacted.  
(Procedural item)

## 3. Minutes of Environment Committee meeting

To receive and confirm the Minutes of the proceedings of the Environment Committee Meeting held on 12th July 2022 (pages 1290-1293) as a true and correct record.  
(Decision item)

## 4. Climate Change

To receive an update from the Climate Change Working Group including information on electric charging points (Annexe 1). (Decision item)

## 5. Community Fund

To receive an update concerning the adoption and repair of the pavement outside Boots the Chemist, Yorktown Road (Annexe 2). (Decision item)

## 6. Bulb Planting

a) To consider arrangements for 2022 bulb planting. (Decision item)

b) Further to resolution 2691, to receive an update from Cllr Brossard regarding the planting of wildflowers. (Decision item)

**7. Green Fayre**

To receive an update from the working group considering STC holding a Green Fayre.  
(Decision item)

**8. Remembrance Service**

To receive any updates on the service. (Decision item)

**9. Christmas Tree Decoration**

To set a date and request volunteers to put up Christmas decorations. (Decision item)

**10. Christmas Lights Event**

To review the event plan and comment/assign tasks as required. (Annexe 3) (Decision item)

**11. Winter Service Plan**

To receive and consider the draft service plan from Bracknell Forest Council, suggesting amendments from local knowledge where required (Annexe 4). (Decision item)

**12. Outside Bodies Reports**

To receive reports from any representatives on outside bodies. (Information Item)

**13. Footpaths**

a) To receive an update from Cllr Allen on the request from a resident for the footpath at Fairmead Road to be cleared of overgrown bushes. (Information item)

b) To receive feedback on path conditions and actions taken from footpath monitor.  
(Information item)

**14. Noticeboards**

To receive feedback on notice boards and actions taken from assigned monitor.  
(Information item)

**15. Press and Publicity**

To consider public messages and timing for release.  
(Decision item)

**16. Date of next meeting**

To confirm the date of the next meeting as 12<sup>th</sup> January 2023.  
(Procedural item)

## Sandhurst Town Council

### Climate Change Strategy and Action Plan

**Aim:** To be carbon neutral by 2050 (in line with the Bracknell Forest Climate Change Strategy)

**Purpose:** The purpose of this action plan is to identify and monitor key actions that our Town Council can make to support the Borough strategy to become carbon neutral by 2050. For the full strategy, with background information and borough actions, please click [here](#). As a town council, our primary purpose is to support initiatives run by the borough council, and also to manage our own estates and events in the most climate efficient and focused way possible. This action plan is designed to initiate changes within our working practices and create opportunities to promote energy efficiencies within our buildings, land and personnel.

We aim to do this through six key aims, as follows:



The top three aims are our **primary aims**, which will be the initial focus of our action plan. The bottom three aims are our **secondary aims**, which will form a key part of our strategy for longer term sustainability of our climate change programme. This document explains our long-term strategy for these key aims, which we hope to achieve. It then details short-term actions which we aim to complete within the next 12 months.

## Strategy

For each of our aims, we have long term goals which are detailed below and which are designed to support our objective of becoming carbon neutral by 2050:

<b>Reduce consumption and waste</b>	STC events and personnel promote paper and plastic-free waste, and have reduced own waste to absolute minimum. Households within the community recycle all possible products through borough-managed household recycling or through community-based recycling points. Community litter-picking events are supported by STC.
<b>Reduce energy demand</b>	Renewable energy options are explored and utilized where feasible in all council property. Low-energy light bulbs are used in all public buildings. Heating is kept to a comfortable minimum and only used in occupied public areas. All STC buildings are suitably insulated and maintained to maintain heat. Ensure that all windows and doors within community buildings are double-glazed.
<b>Transform green spaces</b>	Planting is undertaken annually, increasing the number of trees and plants within our community. During refurbishment of recreational areas, natural materials are considered when planning.
<b>Enable and engage community and businesses</b>	Information events supported by the council to engage the community with climate change initiatives. Local business (particularly those which promote carbon neutral activities) considered in STC procurement processes to reduce carbon footprint. STC engages fully with other local parishes as well as BFBC and other government departments to initiate, engage with and promote climate change initiatives.
<b>Change how we move around</b>	Personnel and residents travel to and from council properties and events in an environmentally friendly way, reducing the number of cars on the road. Charging points are available on council properties to encourage increased use of electric vehicles. Bicycle stands are located in key areas of the community to encourage increased cycling.
<b>Build resilience and future-proof council-led climate change initiatives</b>	Sandhurst Town Council's Climate Change Strategy and Action Plan is adopted with full support of the Town Council and Executive Officer. Information about climate change initiatives is readily available on the STC website, and promoted through STC communications.

## Action Plan

Aim	Action	Timescale	Cost	Intended Impact	Success Criteria	Completed
<b>Reduce consumption and waste</b>	Continue using paper-free methods to communicate council meeting agendas, notes and minutes	Immediate	£0	Reduction in use of paper and colour printing.	All councilors to receive meeting papers electronically	Agreed in Environment meeting 09/09/2021
	Replace plastic cutlery in Kitty Dancy with bamboo stirrers or other alternative.	Ongoing	£0	Reduction of unnecessary plastic within the council offices	Eco-friendly stirrers available for the coffee facilities.	
	Place recycling bins in the STC offices.	By September 2021	£50	Reduce amount of waste generated by office.	Recycle bins in office.	Recycling bin placed in kitchen November 2021
	Engage with community litter picking groups to support further community projects	By March 2022	£0	Promote and celebrate community litter-picking opportunities	Council engaging with and promoting community litter picking projects	Ongoing
<b>Reduce energy demand</b>	Complete energy audit of STC offices	April 2021	£0	Assess the energy usage within STC offices and identify areas of improvement	Energy audit completed.	
	Replace all non-LED lightbulbs within STC buildings	When possible	£100	Reduce energy consumption through use on non-energy efficient light bulbs.	All light-bulbs within STC buildings are LED.	Complete
	Plan follow-up energy audit of STC offices	By March 2022	£0	Evaluate the actions taken within STC offices to improve energy efficiency	Date for follow-up audit decided.	Looking at solar panels. Ongoing
<b>Transform green spaces</b>	Identify areas for planting additional trees within Sandhurst Memorial Park and other council land	By September 2021	£0	Assess viability of planting additional trees within Sandhurst Memorial Park to enable a Platinum Jubilee Tree Trail for 2022.	Areas for planting have been identified on a map of the council land	Location for planting agreed – Environment Jan 22
	<i>Planting of native trees within identified areas of STC land</i>	<i>By October 2021</i>	<i>£0</i>	<i>Use the Woodland Trust free trees for the community to obtain trees to increase the number of trees within the park.</i>	<i>Trees planted within STC land.</i>	

	<i>Create a trail map around Sandhurst to celebrate the increase in new native trees in</i>	<i>By June 2022</i>	<i>£200</i>	<i>Increase in number of trees to offset carbon emissions.</i>	<i>Trail map available and used by members of the public.</i>	
<b>Enable and engage community and businesses</b>	Initiate contact with schools, businesses and local community groups to find out about local climate change projects and report to Environment Committee	By December 2021	£0	Find out about local initiatives already taking place, or planned to take place, which promote action for climate change.	Awareness of local initiatives evident in minutes of Environment Committee.	
<b>Change how we move around</b>	Place cycle-lock points within Sandhurst Memorial Park.	By March 2022	£100	Increase public confidence in availability to safely leave bicycles within the park, encouraging reduction in use of cars to travel to the park.	Increased number of cycle-lock points placed within Sandhurst Memorial Park.	
	Investigate costs and viability of placing charging points within STC carparks.	By March 2022	£0	Assess viability of placing charging points within STC carparks.	Costs obtained and shared with relevant committees within STC.	Dismissed canopy. 2 in BFC plan.
<b>Build resilience and future-proof council-led climate change initiatives</b>	Make STC climate change strategy and action plan available to the public on the STC website	By August 2021	£0	Inform public of the intended aims, strategy and actions of STC with respect to climate change in order to provide visibility and accountability.	STC Climate Change Strategy and Action Plan available on STC website.	
	Climate Change working group to report regularly to the Environment Committee	Ongoing	£0	Promote and acknowledge initiatives and actions undertaken or supported by STC and celebrate the positive impact of these	Reports mentioned within the Environment Committee meeting minutes	

ANNEXE 2: Boots Footpath	
Meeting: Environment Committee	Date: 8 <sup>th</sup> September 2022
Agenda item: 5	Author: EO

### 1. Purpose of report

To apprise the Committee of the new information received concerning the adopting and resurfacing the path outside Boots the Chemist on the Broadway Parade.

### 2. Background

Further to Resolution 2689 to adopt the footpath and resolution 2690 to refer to BFC the following information has been received from BFC-

The footpath outside the doctors practise was owned by them as well as some of the parking spaces.

The footpath outside Boots is not registered as being owned but it is likely that they do own it. On further investigations by Cllr Brossard and BFC it has been uncovered that the title deeds show that the owner of Boots the chemist also own the footpath leading to the carpark access.

Cllr Brossard has been investigating and the doctors practise have sold on their financial interest in the building. The new owners have been contacted but as yet have not responded.

Due to this information STC are unable to adopt the whole footpath as resolved in the previous meeting.

BFC advised that should STC adopt the path and repair it, they would not be interested in then adopting it from us. This is due to it being private land and not being on the direct highway.

### 3. Recommendation

To leave the repairs to the owners of the path as they should be responsible for the repairs.

# Christmas Lights 2022

## 5.30pm

- Christmas music from the band

## 6.00pm

- Mayor's greeting, thank you to:
  - Sandhurst Community Band
  - Sandhurst Churches Together
- Community Band and Choir lead the singing of the carols as per song sheet
- Service is conducted by Churches Together
- Call for Father Christmas
- Switching on of the lights by the Mayor
  - Father Christmas & Mayor distribute sweets
- Mulled wine and mince pies are served in the hall.

ANNEXE 4: BFC Winter Plan	
Meeting: Environment Committee	Date: 10 <sup>th</sup> November 2022
Agenda item: 11	Author: EO

### **1. Purpose of report**

To apprise the Committee of the Winter Plan received from BFC.

### **2. Background**

The below update has been received from BFC-

I am pleased to announce that this year's Winter Service Plan has been published and is available at <https://www.bracknell-forest.gov.uk/sites/default/files/2022-11/bfc-highways-winter-service-plan-2022-to-2023.pdf>.

We have made a few changes to spread rates which are not detailed in this document but bring us up to date with the latest guidance and has the opportunity to offer financial and carbon savings.

The only other major change is that salt bins will remain on street all year as the practice of recovering and replacing them each year is causing them to deteriorate prematurely and space to store them in depots is no longer available. This practice is common nationally.

### **3. Recommendation**

To review the Winter Plan for Sandhurst.