



Notes of a meeting of the Climate Emergency Advisory Group (CEAG) held at the Town Hall, High Street, Chippenham on Monday 16 March 2020 at 6pm

Advisory Group Members Present:

Cllr Desna Allen (Chairman)
Cllr Ruth Lloyd
Cllr Nick Murry
Cllr Sandie Webb

Gillian Johnson
Alex Lockton (Vice Chairman)
Karen Simpson

In attendance:

Cllr Clare Cape

Officers Present:

Mark Smith, Chief Executive
Barry Pirie, Director of Community Services
Heather Rae, Democratic Services Manager
Michael Weeks, Democratic and Civic Officer
Lynsey Nichols, Communications and Customer Services Manager

34. **APOLOGIES FOR ABSENCE**

Apologies were received from Councillor Chris Ruck, Glynis Cosgrove and Kiran Sakhyani.

35. **DECLARATION OF INTEREST**

No declarations of interest were made.

36. **CHAIRMAN'S ANNOUNCEMENTS**

There were no Chairman's announcements.

37. **NOTES FROM PREVIOUS MEETING**

The notes of the meeting held on 10 February 2020 were approved as a correct record and duly signed by the Chairman.

38. **BASELINING UPDATE - CHIPPENHAM TOWN COUNCIL**

Alex Lockton updated the group on the presentation that will be used to inform and educate Full Council on 25 March 2020 regarding the Town Councils Carbon footprint covering scope 1 and 2 emissions.

Scope 3 work still needs to be completed but Alex Lockton informed the group he was looking for a suitable template to use with the data that had been supplied by the Town Council.

In Kiran Sakhyani's absence, Alex Lockton updated the group on the work Kiran had been doing to identify the town's footprint. Kiran Sakhyani had been able to obtain electricity data (scope 2) and was currently researching ways of obtaining scope 1 data.

The group discussed ways of forming an initial plan to work on reducing its Carbon footprint, and it was identified that the Friends of the Earth 50 point plan document could be a good place to start. The points could be looked through by officers to identify points that could be discounted or added to. It was agreed that the plan would also help identify some quick wins for the Town Council.

39. **CEAG BRANDING / LOGO**

The Communications and Customer Services Manager presented the logo to the group, highlighting that it uses the same parameters as the neighbourhood plan steering group branding.

Going forward the logo would be used on all Climate Emergency Advisory Group agendas and public platforms such as the Town Council website and the Talk Chippenham publication.

40. **CHIPPENHAM ANNUAL TOWN MEETING AND PURPLE FLAG ASSESSMENT**

The Democratic and Civic Officer informed the group that there is an opportunity to have a public information / engagement stand at the forthcoming Annual Town Meeting on the 29 April 2020.

The group agreed in principle to have a stand at the Annual Town Meeting.

The Democratic and Civic Officer advised that the planned Purple Flag Community Exhibition had been cancelled.

41. **SCHOOL VISITS**

Gill Johnson updated the group on the recent visit to St Peters Primary School on the 04 March 2020. Gill led a school assembly with a presentation which contained approximately 172 children. The presentation included an introduction to the Town Councils Climate Emergency Advisory Group, Climate Change and was as interactive as possible with the pupils.

Councillor Desna Allen informed the group she had received 29 letters from pupils as part of the visit, which she had replied to all personally. Some of the letters, where appropriate had been forwarded to Michelle Donelan MP, Wiltshire Council Highways and the Chairman of the Neighbourhood Plan Steering Group to highlight

certain content such as protecting green space, traffic issues or more national / international concerns.

The next school visit is to Redlands Primary School on 23 March 2020.

42. **GREAT BRITISH SPRING CLEAN**

The Communications and Customer Services Manager advised the group the Town Council is registered with Keep Britain Tidy and has asked Councillors to get involved with the Great British Spring Clean.

Social media will be used to promote the event which runs from late March into April to encourage the public to also take part. Litter equipment can be borrowed from the Town Council.

Councillor Nick Murry highlighted that Off the Ground are doing a litter pick around Monkton Park and asked for this to be promoted via Town Council social media platforms.

43. **CHIPPENHAM YOUTH COUNCIL**

The Democratic Services Manager informed the group that Climate Change has been identified as a key topic for discussion and action by the Youth Council, and the next agenda of the Youth Council included discussing a letter from the local MP regarding the potential of having bug houses in Monkton Park, litter picking, the Great British Spring Clean and an update from Zero Chippenham by Councillor Nick Murry.

It was agreed by the group that an invitation for 2 representatives of the Youth Council to attend future group meetings would be circulated, and that the representatives could rotate their attendance to allow anyone from the Youth Council the opportunity to attend.

44. **EARTH CARE CHOICES EVENT**

The Democratic and Civic Officer advised the group that Sheldon Road Methodist Church are hosting an Earth Care Choices event on 28 March 2020. Local groups such as Zero Chippenham would be in attendance, and group members may be interested to attend.

It was highlighted that the Chairman of the group in her capacity as Mayor would be attending.

45. **FUTURE AGENDA PLANNING**

The Director Community Services had met with Heather from Bee the Change and would like to invite them to a future meeting so they could present to the group about their work.

It was agreed by the group to add the Chippenham Area Board Climate Change Network evening report to the next agenda so this could be discussed.

The group also agreed to invite Avon Needs Trees to a future meeting so the group can be informed about their work locally.

The group discussed the possibility of co-opting someone onto the group with biodiversity knowledge. Councillor Ruth Lloyd identified one local resident with local area knowledge, and the group agreed that they would be invited to a future meeting.

46. **DATE/TIME OF NEXT MEETING**

The next meeting of the Climate Emergency Advisory Group will be on 06 April at 6pm in the Town Hall.

The meeting finished at 7.10pm

These notes are subject to confirmation at the next meeting.

Signed on behalf of the Town Council as a true record of the meeting.

Signature

Date

DRAFT