ALTON TOWN COUNCIL
CLIMATE CHANGE SUB COMMITTEE
MINUTES OF MEETING ON WEDNESDAY, 18th OCTOBER 2023
Held in the Town Hall, Market Square

Present:	**Councillor Barbara Tansey (Chair)** **Councillor Don Hammond** **Councillor Matthew Kellermann** **Stuart Mills (Energy Alton)** **Phinna Brealey (ACAN)** **Chris Chappell (Active Travel Representative)** **Erdogan Ornek (Youth Representative)** **Janos Balazs (Potential Business Representative)**
Apologies:	**Councillor Janice Treacher**
In attendance:	**Wendy Simson (Assistant to Town Clerk)**

The meeting is quorum.

12 Chairman's Announcements
The Chair welcomed all members to the meeting and asked that each member introduce themselves and what their vision for the Committee was.

13 Apologies for absence
Cllr Treacher sent her apologies.

14 Declarations of Interest
The Chair reminded members of their obligation to disclose any pecuniary interest in items on the agenda. None were declared.

15 Minutes of the last meeting
The minutes of the meeting held on 26th July were agreed as a true record. Cllr Kellermann proposed that they are approved, Cllr Hammond, seconded this, the Committee approved the minutes.

16 Questions/Representation to the Committee
The Assistant to the Clerk informed the Committee that there had been no questions received prior to the meeting.

17 New Climate Change Committee Members
The two new members of the Climate Change Committee have been approved by Full Council on 4th October.
Cllr Kellermann informed that Committee he had three other possible Business Representatives but having heard Janos Balazs explanation about how Laleham Health & Beauty assess potential climate objectives balanced with ensuring the company is viable, Cllr Kellermann agreed that Janos would make a good addition to the Committee.
Cllr Kellermann proposed Janos Balazs to join the Committee and Cllr Hammond seconded this, all Committee members agreed.

RESOLVED to approve:
The appointment of Janos Balazs as the Business Representative is to be ratified by Full Council on 1st November.

18 Updating the Climate Change Strategy and Action Plan

The Committee discussed minor amendments to the Strategy, including changing Objectives to Strategies.
The Committee agreed that "Carbon Capture" should be added to strategy 2 as once the Town Council has reduced the carbon emissions of their estate it will need to offset the remaining emission with activities including plants trees and hedgerows. Phinna explained that ACAN had struggled to find suitable locations owned by the Town Council, Cllr Kellermann explained that the Clerk has a map which indicates which Council owns land.
The Committee asked the Assistant to the Clerk could circulate access to the map.

RESOLVED to approve:
The revised draft of the Climate Change Strategy to be tabled at the next Full Council Meeting for approval.

Cllr Hammond suggested that the Action Plan was very wordy and not user friendly, a draft template was circulated prior to the meeting which the Committee agreed would be adopted. Chris suggested that a target date for completing actions be included. It was agreed that the Assistant to the Clerk would send the current Action Plan in Word format to allow details to be transferred. It was agreed that the following working parties be set up to agree targets, actions and timeframes:

- Cllr Hammond & Stuart Mills – buildings
- Cllr Tansey & Chris Chappell – transport
- Phinn Brealey & Erdogan Ornek – environment

Cllr Kellermann informed that group that the plans to replace the two pavilions at Jubilee Fields with a new building have been changed and the Town Council have now agreed to refurbish both the existing buildings.
Chris asked for a list of the Town Council vehicles and their use, Assistant to Clerk to provide.
The Committee agreed to share the new Action Plan within the group with a view to having a final version for the next meeting on 7th February to be presented to Full Council later that day.

19 Retrofitting Town Hall & Assembly Rooms

Cllr Hammond and Stuart agreed that there was a significant amount of information and data on both buildings for initial plans to be created. Stuart informed the group that he had been approached by the new tenant at the Assembly Rooms, Dementia Friends, with a view to accessing additional funding to support work for the building. It was agreed that the Town Hall be the focus for the Committee initially as there were ongoing actions to follow up including replacement windows. The Assistant to the Town Clerk reminded the Committee that the Town Hall is listed and in a conservation area which the working party needed to be aware of. Stuart informed the Committee that the EHDC Decarbonisation Fund is currently closed but it is hoped that this will reopen, and an application made.
The Committee discussed including an application for an ear marked reserve to be set up to support the retrofit projects with a request for £75,000 to be set aside in 2024/25 budget, this was approved by the Committee.

RESOLVED to approve:
The creation of an ear marked reserve for the Retrofit Project and that £75,000 be set aside from the 2024/25 budget.

20 Emission Report

Cllr Tansey informed the Committee that the report had been presented by PeCAN to EHDC week beginning 9th October and a summary document was to be circulated to all members of the Committee. The report will be presented to ATC on 1st November by ACAN.
The three areas of high emissions are:

- Transport
- Residential heating
- Agriculture

Chris asked if the Town Council owned any farms and so could influence the third area, the Assistant to Town Clerk explained that the Town Council did not own any farms.

21 EV Charging Points – Instavolt

The Assistant to Town Clerk informed the Committee that she had contacted Allen Coppin at Instavolt about possible site but had received an update that Allen had left, and Sam Jukes would be looking after the enquiry. The Assistant to Town Clerk agreed to circulate any updates.
Chris informed the Committee that a charging point was being included in the carpark of the new Lidl store. Chris asked if usage data from the EHDC charging point at Manor Park could be assessed, the Assistant to Town Clerk agreed to request this information.
Phinn asked about solutions for private homes where there is no drive or power to any garage, the Assistant to the Town Clerk suggested each of these cases would need to be addressed individually and that residents may need a central charging point where owners can pay for charging.

22 Support for ACAN 2024

The Committee discussed the request from ACAN for a grant in 2024/25 to cover the Core Costs of £3,145, this was an increase on 2023/24 due to Mailchimp now charging for their services and an increase in insurance.

RESOLVED to approve:
The request of an allocation for ACAN Core Costs of £3,145 as part of Budget Workshop on 13th December.

The support given by the Assistant to the Town Clerk to ACAN in the form of additional hours specifically for the group will be amended and the Committee agreed to recommend to Staffing Committee that the Assistant to the Town Clerk be given the Climate Change Lead Officer role to allow support to be given to a variety of projects within her core hours.

RESOLVED to approve:
Consideraion to appointment a Climate Change Lead role by Staffing Committee at the next meeting.

Cllr Tansey informed the Committee that unit 16 Market Square was to be redecorated and new furniture purchased to ensure that the space be used by all the community. A grant to support the work is being sort and Cllr Tansey explained that it was planned to use pre-used furniture to reduce the carbon footprint but for this to be multifunctional. Citizen’s Advice have expressed an interest in using the space as have a number of other groups including ACAN.

Cllr Tansey asked that Phinna present a written report on the outputs of both the Eco-Streets Project and the Carbon Reduction results generated by the Café for the next meeting.