**Minutes of Allstone Liaison Group meeting**

Date: 27th September 2022 at 12 noon.

Venue: Allstone House, Myers Road, Gloucester

Attendees:

Robin Heffter (RH): Commercial Director, Allstone

Paul Duncliffe (PD): Agent for Allstone (Chair)

Sarah Pearse (SP): Gloucestershire County Council (GCC)

Linda Townsend (LT): Gloucestershire Count Council (GCC)

Nick Bainton (NB): Gloucestershire County Council

Robin Keidel-Doggrell (RKD): Environment Agency

Brendan Keegan (BK): Environment Agency

PD: Apologies had been received from Julie Turner.

Item 1: minutes of last meeting

PD: Asked that the Minutes of the meeting held on the 28th June be approved. Approved by all

 attendees.

Item 2: Community Representative

PD: Advised that Jonathan Ingleby had resigned his position as one of the local Community

 Representatives and PD had circulated (prior to the meeting) Jonathan’s e-mail resignation.

SP: Suggested that the vacancy could be advertised in the next edition of Spotlight or in the

 Community section of the Allstone website.

RH: Agreed to advertise the local Community Representative position on the Allstone website

 and would also make enquiries of local people that he knew and would report progress at the

 December meeting.

PD: Suggested that it would be appropriate for the Chair to write to Jonathan and thank him for

 his time on the Liaison Group. This was agreed by all Members of the Group.

item 3: Update on site improvements

RH: Provided an update on the following matters:

* New signs at the Old Boys Rugby Ground (new signs advising drivers to please leave quietly; 5:15pm gates closing time.

NB: Enquired what time do the gates open.

RH: Confirmed the gates open at 5am.

SP: Enquired if there had been any problems with illegal entry.

RH: Advised that there had been one incident involving unauthorised entry by travellers but this

 was sorted out swiftly.

* New safety barriers were being installed next to the offices for health and safety reasons. This had involved the use of a pneumatic drill so there had been some noise. The work was scheduled to last for 2 days.
* A new pedestrian gate had been installed off the old lane for safety purposes.
* Concrete re-surfacing work had taken place on the railway side of the Waste Transfer Station. This area was where the old railway lines were located and they caused problems with uneven surfacing and surface water build up. The work had resulted in a significant improvement.
* There was an incident on September 8th in the middle of the night. Richard Street was called out to deal with a flickering security light. The following day, an electrician attended the site and dealt with the faulty electrical connection.
* The S E Davies wash plant was being replaced and that involved a new concrete base with the work estimated to take approximately 3 months.
* Surface water drainage improvements were being progressed in conjunction with Network Rail who had signed off on the work.

Item 4: Planning Application

LT: Advised that the site notices had been displayed for the permanent planning application that

 had been submitted. The site notices needed to be co-ordinated with the Newspaper

 Advertisement. This had now been completed.

LT: Enquired whether additional community engagement could be undertaken about the current planning Application such as open day and something in Spotlight magazine.

 There was a general discussion about this by the Group. Suggestions included approaching

 one of the local Colleges or Schools to see if Students could help put together some publicity

 utilising digital means. It was felt that this might prove difficult given timescales and

 insurance purposes/risk assessments etc.

RH: Suggested that he would look at when he could produce the autumn edition of Spotlight and could do a virtual tour of the aggregates recycling site and upload it on the Community Section of the Company’s website. This suggestion by BK was agreed to overcome insurance/security issues.

Item 5: Update on complaints received

RH: Advised that during the very hot weather in the Summer the Company had utilised 9,000

 litres of water each day for dampening down purposes.

NB: Advised that no complaints had been received by GCC in the period since the last meeting.

 NB further advised that his last site inspection was on the 26th August and no breaches of

 planning conditions had been detected.

RKD: Advised that the EA had received no complaints in the period since the last meeting.

PD: An email had been received from Julie Turner in the last couple of days relating to

 complaints. This complaint related to the use of the clamshell bucket.

RH: Advised that this had now been rectified with a new bucket.

Item 6 Feedback from Community Representative

Cllr Radley was absent from meeting and no written response had been received.

Item 7: AOB

RH: Advised that additional CCTV cameras were going to be installed on the aggregates recycling

 area. This was in response to recent burglaries. Additional security fencing had also been

 installed near the Irish Club and along the railway boundary.

permitted development rights

LT: Enquired whether it would be possible for a representative of Breedon Concrete to be at the

 next meeting of the Liaison group as this was raised at the last meeting..

RH: Advised that he thought a representative would be willing to attend the meeting in December and he would follow this up.

LT: Requested quarterly returns when available and suggested that future meetings could be co-ordinated to take place a week after the close of each quarter’s reporting so that the quarterly waste returns would be available at the liaison meeting.

PD: Advised that he would check this with the member of staff who did the quarterly waste

 returns.

RKD advised he was changing his job role within the EA and would not be attending any future liaison meetings. He introduced Brendan Keegan as the new EA representative on the liaison group.

Item 8 Date of next meeting

PD: Confirmed that the next meeting of the Liaison Group was scheduled for Tuesday 13th

 December at midday.