

## DRAFT MINUTES FOR APPROVAL BY CHAIR

**WRITTLE PARISH COUNCIL**  
**ENVIRONMENT COMMITTEE**

Minutes of the meeting held on Monday 14<sup>th</sup> March 2011 at 8.00pm, Longmeads House

<b>Members</b>		✓ = Present	A = Apologies		
Mrs E Roe	<i>(CHAIR)</i>	A	Mr J Drake	<i>(ACTING CHAIR)</i>	✓
Mr K Bowdidge		✓	Ms L Bowser	<i>(8.15pm)</i>	✓
Mrs W Walker	<i>(8.25pm)</i>	✓	Mrs R Smith		✓
Mr B Cairns		✓	Ms M Barratt		✓
Mrs A Robinson		A			

<b>In Attendance</b>		✓ = Present	A = Apologies		
Miss G Laudrum	<i>(SECRETARY)</i>	✓	Mr D Walker	<i>(CLERK)</i>	✓
Mr A Parsons	<i>(WRITTLE ALLOTMENT SOCIETY)</i>	✓	Mr W Corrigan	<i>(ALLOTMENT HOLDER)</i>	✓
Mr D Carmichael	<i>(WRITTLE ALLOTMENT SOCIETY)</i>	✓			

**ACTION****1. PUBLIC FORUM**

- 1.1      **AGREED**   it was proposed by Mrs R Smith and seconded by Mr K Bowdidge that Mr J Drake be elected as Acting Chair in the absence of Mrs E Roe.
- 1.2      **NOTED**     it was **noted** that there were three members of the public present attending the meeting in relation to Garden & Allotment Society issues.
- 1.3      **NOTED**     it was **noted** that the holder of allotment plot number 67 had constructed composters from pallets and these were situated on the corner of the plot intended to be used as a 'green' area.
- 1.4      **AGREED**   following extensive discussion, it was proposed by Mr B Cairns, seconded by Mrs R Smith and unanimously **agreed** that these composters would be relocated at the end of the current growing season.

**2. APOLOGIES FOR ABSENCE**

- 2.1      **NOTED**     apologies received as **noted** above.

**3. MINUTES OF LAST MEETING – 15<sup>th</sup> November 2010**

- 3.1      **AGREED**   the minutes of the Writtle Parish Council meeting held on 15<sup>th</sup> November 2010 were **agreed** as an accurate record.
- 3.2      **AGREED**   it was proposed by Mrs R Smith and seconded by Ms M Barratt that the **agreed** minutes be approved and signed.

#### 4. DECLARATION OF INTERESTS

4.1 NOTED the Committee **noted** that there were no declarations of interest.

#### 5. PROGRESS CHECK

5.1 Roadside sale of cars (5.2.1)

5.1.1 NOTED discussed under agenda item 13.

5.2 Tree Preservation (5.6.1)

5.2.1 NOTED it was **noted** that the Tree Preservation Officer had been contacted with regard to clearance works at The Green.

5.3 Ducks (5.7.2)

5.3.1 NOTED it was **noted** that the RSPCA had been consulted in relation to the increasing number of ducks on The Green.

5.3.2 NOTED it was **noted** that it is illegal under the Wildlife & Countryside Act 1981 to tamper with eggs or nests.

5.4 Fox Burrows Lane (9.5)

5.4.1 NOTED it was **noted** that both Writtle College and ECC had been contacted regarding the overgrowth of vegetation in the vicinity of Fox Burrows Lane. Mr D Walker to pursue.

David Walker

#### 6. ALLOTMENTS

6.1 NOTED it was **noted** that there are 3 half-plots and 1 full-plot currently available. Mr D Walker has contacted the interested parties on the waiting list offering them the available plots.

6.2 NOTED it was **noted** that water tank no. 1 requires levelling at Oxney and tank nos 4, 12, 20 and 24 require levelling at The Chase. Mr J Drake to arrange.

Jim Drake

6.3 NOTED it was **noted** that tank near plot 81 on Oxney is buckled but could be turned 180° once emptied in order to help alleviate levelling issues. Mr J Drake to arrange.

Jim Drake

6.4 NOTED it was **noted** that the East View gate had been repaired but had remained locked due to damage caused to the access path by vehicles during the adverse weather conditions.

6.5 AGREED it was **agreed** that, subject to a sufficient budget, the gates in the vicinity of plots 57 and 67 would be repaired. Mr D Walker to obtain quotations.

David Walker

6.6 NOTED it was **noted** that the Victoria Road / East View hedge had been cut back.

6.7 NOTED it was **noted** that allotment holders had been encouraged to tidy their own hedging areas and to fill ruts with stones via an article in

- the Writtle News. A laminated notice is also to be put on allotment Notice Boards. Mr D Walker to arrange. David Walker
- 6.8 NOTED it was **noted** that plots 6 and 39a had both been tidied.
- 6.9 NOTED it was **noted** that the three vacant half-plots which require tidying at the Chase will be left as they are until new allotment holders are found.
- 6.10 NOTED it was **noted** that Plot 30b is extremely overgrown. Mr D Walker to write to the allotment holder to request that this is tidied at the earliest opportunity. David Walker
- 6.11 NOTED it was **noted** that water charges had been monitored and these were in the region of £30 per site for the previous 6 month period.
- 6.12 AGREED it was **agreed** that an Allotment/Village Inspection would be undertaken on 8<sup>th</sup> April 2011 at 10am. Mr D Walker to inform Mrs E Roe. David Walker
- 6.13 NOTED it was **noted** that the Garden & Allotment Society had kindly offered to make a donation to the Village in the form of bulbs for planting.
- 6.14 AGREED it was **agreed** that the designated sites for bulb planting would be decided upon following the Inspection on the 8<sup>th</sup> April.
- 6.15 NOTED it was **suggested** that the planting of bulbs around the Village could be a potential future project for Writtle Scouts.
- 7. ST JOHNS ROAD JUNCTION WITH ST JOHNS GREEN**
- 7.1 NOTED it was **suggested** that a boundary line has been exceeded by a property in the vicinity of the St Johns Road / St Johns Green junction. Mr D Walker to contact ECC Highways Department. David Walker
- 8. NEW HOUSES ON THE SITE OF THE VICTORIA**
- 8.1 NOTED it was **noted** that Mr J Aldridge had requested, at a recent ECC Consultation Meeting, that stones be placed on grass verges following the extensive damage caused to the verge and island near Victoria Road by building contractors. Mr J Aldridge has supplied photographic evidence and a response from ECC is awaited. Mr D Walker to speak with Mr J Aldridge. David Walker
- 9. TOWER POND**
- 9.1 NOTED it was **noted** that Mr D Walker would speak with CBC Planning Office with regard to the position and size of the new gate to Bulimers Cottage in respect of the land ownerships in Tower Road. David Walker

## 10. LOCATION OF ADDITIONAL LITTER AND DOG BINS

- |      |        |  |              |
|------|--------|--|--------------|
| 10.1 | AGREED | it was <b>agreed</b> that two new litter bins would be purchased to replace those damaged on The Green. Mr D Walker to arrange.  | David Walker |
| 10.2 | AGREED | it was <b>agreed</b> that the dog litter bin situated near to The Wearpond would be better located approximately 10 feet from its current location and to face the footpath. Mr D Walker to arrange. | David Walker |
| 10.3 | AGREED | it was <b>agreed</b> that a letter of thanks would be written to Mrs J Leopard for her continued assistance in litter-picking around the Village.  | David Walker |

## 11. THE GREEN

- |      |       |   |                          |
|------|-------|---|--------------------------|
| 11.1 | NOTED | it was <b>noted</b> that the first cut of the season would need to be confirmed with Dig It & Dug It. Mr D Walker will arrange this. Mr J Drake will also obtain additional quotations.           | David Walker / Jim Drake |
| 11.2 | NOTED | it was <b>noted</b> that the TPO had assessed the Wear Pond and agreed that some of the trees on the roadside of The Green (in the region of Barnyards) could be removed/ felled to ground level. |                          |
| 11.3 | NOTED | it was <b>noted</b> that one complaint had been received from a parishioner in relation to the removal of trees in the vicinity of The Green.   |                          |

## 12. GORE POND

- |      |       |  |  |
|------|-------|--|--|
| 12.1 | NOTED | it was <b>noted</b> that Mr V Moss had undertaken some maintenance and clearing work in the vicinity of Gore Pond, as identified by Mr B Preston-Shoot and Mr K Everett. Further work will be carried out in the Spring. |  |
|------|-------|--|--|

## 13. WRITTLE SCOUTS

- |      |        |   |              |
|------|--------|---|--------------|
| 13.1 | NOTED  | it was <b>noted</b> that Writtle Scouts had tidied the vegetation area South of the Wear Pond.  |              |
| 13.2 | AGREED | it was <b>agreed</b> that a letter of thanks would be written to Writtle Scouts to thank them for the work undertaken.  | David Walker |
| 13.3 | NOTED  | it was <b>noted</b> that Mr D Walker had met with Mr A King and discussed possible future Writtle Scouts projects: <ul style="list-style-type: none"> <li>• Village Boundary stones to be cleaned</li> <li>• Shrubs to be planted along Margaretting Road / Greenbury Way junction (Autumn half-term)</li> <li>• Trees &amp; shrubbery along Bulimers Way to be tidied</li> </ul> |              |
| 13.4 | NOTED  | it was <b>noted</b> that Writtle Scouts would be responsible for checking Health & Safety requirements.   |              |

## 14. DATE OF THE NEXT MEETING

UNCONFIRMED

- 14.1 NOTED the Committee **noted** that the next meeting of the Environment Committee will be held on Monday 13<sup>th</sup> June 2011 at 8.15pm in Room 4, Longmeads House.
- 14.2 NOTED it was **noted** that agenda items should be submitted to the Clerk by Monday 6<sup>th</sup> June 2011.

**MEETING CONCLUDED 9.30pm**

**Signed:**

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*For and on behalf of Writtle Parish Council*

**Date:**

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