

WRITTLE PARISH COUNCIL
ENVIRONMENT COMMITTEE

Minutes of the meeting held on Monday 14th June 2010 at 7.30pm, Longmeads House

Members		✓ = Present	A = Apologies
Mrs E. Roe		✓	Mr J. Drake (8.15pm)
Mr K. Bowdidge		✓	Ms L. Bowser
Mrs W. Walker		✓	Mrs R. Smith
Mrs A. Robinson		A	Ms M. Barratt
Mrs B. Laflin		✓	

In Attendance		✓ = Present	A = Apologies
Miss G. Laudrum (7.50pm)	(SECRETARY)	✓	Mr D. Walker (CLERK)
Mr S Bennett	(PUBLIC)	✓	

ACTION

1. ELECTION OF COMMITTEE CHAIRMAN

- 1.1 AGREED it was proposed by Mrs W Walker, seconded by Mrs B Laflin and unanimously **agreed** that Mrs E Roe be elected as Chairman for the next 12 months.

2. ELECTION OF COMMITTEE VICE CHAIRMAN

- 2.1 AGREED it was proposed by Mrs W Walker, seconded by Mrs R Smith and unanimously **agreed** that Ms M Barratt be elected as Vice Chairman for the next 12 months.

3. APOLOGIES FOR ABSENCE

- 3.1 NOTED Apologies received as **noted** above.

4. MINUTES OF LAST MEETING – 15th February 2010

- 4.1 AGREED the minutes of the Writtle Parish Council meeting held on 15th February 2010 were **agreed** as an accurate record.
- 4.2 AGREED it was proposed by Mrs R Smith and seconded by Mrs W Walker that the **agreed** minutes be approved and signed.

5. PROGRESS CHECK

- 5.1 Lodge Road and Ongar Road (3.2)
- 5.1.1 NOTED it was **noted** that ECC had still not responded to the request to tidy the overgrown foliage in the areas of Loves Walk and Lodge Road.

David Walker

- 5.2 Offer of allotment plot to Junior School (7.6)
- 5.2.1 NOTED it was **noted** that in the absence of Mrs A Robinson, an update would be provided at the next meeting of this Committee. Angela Robinson
- 5.3 Plot 39 (7.7)
- 5.3.1 NOTED it was **noted** that Mr B Cairns had kindly cleared plot 39 and divided into four sections (39a, 39b, 39c & 39d).
- 5.3.2 AGREED the Chair extended thanks to Mr B Cairns and the Committee unanimously **agreed** that Mr B Cairns be reimbursed for this work undertaken. David Walker
- 5.3.3 AGREED it was unanimously **agreed** that quarter-size plots be made available to new allotment holders for ease of working.
- 5.3.4 AGREED it was **agreed** that Mr D Walker would write to the holder of plot 34a requesting that the plot be tidied. David Walker
- 5.3.5 NOTED it was suggested that a 'handyman' could be employed specifically to maintain the allotments. It was **noted** that this item would be proposed at the next meeting of the full Parish Council. David Walker
- 5.4 Long Brandocks Petition (9.3)
- 5.4.1 NOTED in the absence of Mrs A Robinson, it was **noted** that this item would be carried forward to the next meeting of this Committee. Angela Robinson
- 5.5 Distribution of Petition (9.4)
- 5.5.1 NOTED in the absence of Mrs A Robinson, it was **noted** that this item would be carried forward to the next meeting of this Committee. Angela Robinson
- 5.5.2 AGREED it was **agreed** that Mr D Walker would write to Mrs Mott of Chater Developments to ascertain the responsibilities of Chater Developments in relation to the Long Brandocks site. David Walker
- 5.5.3 AGREED it was **agreed** that Mr D Walker should arrange an on-site meeting with Mrs Mott at the earliest convenience. David Walker
- 5.5.4 AGREED it was **agreed** that Mr D Walker would investigate and research the original planning request. David Walker
- 5.6 Roadside sale of cars (10.1)
- 5.6.1 NOTED it was **noted** that Mr D Walker had sought additional advice in relation to this issue, however no concrete advice has been provided. David Walker
- 5.7 Potholes (14.3)
- 5.7.1 NOTED it was **noted** that two areas in particular – Victoria Road and Paradise Road - are badly affected by potholes.
- 5.7.2 AGREED as previously reported, members of the public are encouraged to report the worst affected areas on the ECC website. It was

agreed that Mrs E Roe would write an article for inclusion in the next issue of the Writtle News to advise of this.

Liz Roe

5.8 Speed Gun Training (15.7)

5.8.1 NOTED it was **noted** that the PCSOs are being trained in July in the provision of training of others in the use of speed guns.

6. DECLARATION OF INTERESTS

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

7. PUBLIC FORUM

7.1 NOTED there were no questions or comments received from the public.

8. LOCATION OF ADDITIONAL LITTER AND DOG BINS

8.1 AGREED it was **agreed** that two litter bins would be purchased to replace the vandalised litter bins located on The Green.

David Walker

8.2 AGREED it was **agreed** that two additional dog bins would be purchased and placed in the vicinity of Blackthorn Close and Back Road / Ongar Road.

David Walker

8.3 AGREED it was **agreed** that Mr D Walker would contact CBC to advise of the additional dog bins and to request that these are emptied regularly.

David Walker

9. UPDATE ON THE ALLOTMENTS

9.1 AGREED it was **agreed** that a sub-committee be established in order to further discuss the logistics of possibly allowing sheds on both allotment sites.

Brian Cairns / Jim Drake / Rosemary Smith

9.2 AGREED it was **agreed** that maintenance expectations, size, shape and specifications of sheds would be written into revised T&C and Councillors will be requested to provide their feedback.

All Councillors

9.3 NOTED it was **noted** that requests for a port-a-loo on the allotment sites have also been received. Mr B Cairns is to investigate the costs involved in installing a 'natural' port-a-loo.

Brian Cairns

9.4 NOTED it was **noted** that plot 67 has been cleared but that a large amount of debris remains.

9.5 AGREED it was **agreed** that Mr D Walker would arrange for a grab-lorry to be booked to remove the rubbish.

David Walker

9.6 AGREED it was **agreed** that Mrs E Roe would write a 'no dumping' article for inclusion in the next issue of the Writtle News.

Liz Roe

10. WEARPOND

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| 10.1 | NOTED | it was noted that there is a large amount of dead wood in the shrubbery area of the Wearpond. All Councillors are encouraged to visit the site and provide feedback. | All Councillors |
| 10.2 | AGREED | it was agreed that it would be beneficial for a pedestrian pathway to be laid adjacent to the side of the Wearpond. To be proposed at the next full Parish Council meeting. | David Walker |
| 10.3 | NOTED | it was noted that the Surveyors undertaking work to the Parish Office could be requested to provide a quotation for this work. Mr D Walker to investigate further. | David Walker |

11. CARS PARKING IN BACK ROAD NEAR DAWS FARM

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| 11.1 | RECEIVED | the Committee received a letter from Writtle College advising that the area of Back Road currently being used for casual parking, is private property belonging to Writtle College. | |
| 11.2 | NOTED | it was noted that Writtle College would be erecting timber bollard posts to prevent unauthorised parking in the future. | |

12. ST JOHNS ROAD / GREEN

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| 12.1 | NOTED | it was noted that, following extensive investigation, it would not be possible to assist the resident in St Johns Green any further in relation to road safety concerns which had been expressed. | |
| 12.2 | AGREED | it was agreed that Mr D Walker would write to the resident concerned advising that this matter had been brought to the attention of ECC and the subject would now be closed. | David Walker |
| 12.3 | NOTED | it was noted that a resident of St Johns Road had complained about the road being used as a 'rat run' during peak commuting hours. | |
| 12.4 | AGREED | it was agreed that Mr D Walker would write and advise the resident to take this to the next full meeting of the Parish Council. | David Walker |

13. ANY OTHER BUSINESS

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| 13.1 | NOTED | it was noted that a Tetrapak bin has been re-located in the Co-Op car park. | |
| 13.2 | NOTED | it was noted that the Newspaper recycling bin will remain in The Green car park at present as CBC are responsible for this site. | |
| 13.3 | NOTED | it was noted that the Salvation Army recycling bin will remain in The Green car park. | |
| 13.4 | AGREED | it was agreed that the East View gate, located at The Pleasure Bit, requires a latch. Mr D Walker to arrange with Mr Jarvis. | David Walker |

14. DATE OF THE NEXT MEETING

- 14.1 NOTED the Committee **noted** that the next meeting of the Environment Committee will be held on Monday 20th September 2010 at 8.15pm in Room 18, Longmeads House.
- 14.2 NOTED it was **noted** that agenda items should be submitted to the Clerk by Friday September 10, 2010.

MEETING CONCLUDED 9.00pm

Signed:

For and on behalf of Writtle Parish Council

Date:
