

WRITTLE PARISH COUNCIL
ENVIRONMENT COMMITTEE

Minutes of the meeting held on Monday 15th July 2013 at 8.15pm, Parish Office

Members		✓ = Present	A = Apologies	
Mrs E Roe	(CHAIR)	✓	Mr B Cairns	(VICE CHAIR) ✓
Mrs W Walker		✓	Mr A Carter	✓
Mrs A Reid		✓	Mr T Sach	✓

In Attendance		✓ = Present	A = Apologies	
Miss G Laudrum	(SECRETARY)	✓	Mr D Walker	(CLERK) ✓
Mr D Carmichael	(WRITTLE ALLOTMENT SOCIETY)	✓	Mr A Parsons	(WRITTLE ALLOTMENT SOCIETY) ✓
Mr G Ingram	(WPPIC)	✓		

ACTION**1. PUBLIC FORUM**

- 1.1 NOTED it was **noted** that there were no members of the public present.
- 1.2 AGREED the election of Chairman will take place at the next meeting of the Environmental Committee. David Walker
- 1.3 AGREED the election of Vice Chairman will take place at the next meeting of the Environmental Committee. David Walker

2. APOLOGIES FOR ABSENCE

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

3. MINUTES OF LAST MEETING – 18th March 2013

- 3.1 AGREED the minutes of the Environment Committee meeting held on 18th March 2013 were **agreed** as an accurate record.
- 3.2 AGREED it was proposed by Mrs A Reid and seconded by Mrs W Walker 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 CHECK5.1 Dog Notices (5.3.1)

- 5.1.1 NOTED it was **noted** that four Notices would be required and wording for each sign would be agreed according to each location by law. David Walker
- 5.1.2 NOTED it was **noted** that Mr D Walker would write to Ms A Price of Chelmsford City Council to seek clarification of the wording required on the Dog Enforcement tickets. David Walker

- 5.1.3 NOTED it was **noted** that Mr T Sach would seek clarification from Mr I Grundy of Chelmsford City Council in relation to the frequency of Dog Warden patrols in the village. Tony Sach
- 5.2 Oxney Green Gates (5.6.1)
- 5.2.1 NOTED it was **noted** that Mr D Walker would arrange for a quotation to be obtained for the purchase and installation of a new gate at Oxney Green. David Walker
- 5.3 Parish Maps (5.7.1)
- 5.3.1 NOTED it was **noted** that laminated reproductions of Parish Maps had been created and would be published on the Writtle Parish Council website. David Walker
- 5.4 PiCUS Report (5.9.1)
- 5.4.1 NOTED it was **noted** that an electronic copy of the PiCUS report had been uploaded on the Writtle Village website.
- 5.5 Allotment Inspection (6.3.1)
- 5.5.1 NOTED see item **6.3.1**.
- 5.6 Field at The Chase (6.5.1)
- 5.6.1 NOTED see item **6.5.1**.
- 5.7 E-On / The Chase (6.7.2)
- 5.7.1 NOTED it was **noted** that E-On had cut back overgrown vegetation at The Chase during April 2013.
- 5.8 Wooden posts around The Green (7.2.1)
- 5.8.1 NOTED it was **noted** that the expenditure and regulations involved with installing wooden posts at intervals around The Green to prevent parking of vehicles had been investigated but would not be progressed due to excessive costs.
- 5.9 Parking around The Green (7.3.2)
- 5.9.1 NOTED it was **noted** that parking issues are now considered under the Highways and Transport Committee.
- 5.10 Writtle College (9.1)
- 5.10.1 NOTED it was **noted** that Mr D Walker and Mr C Hibbitt had met with Dr S Waite, Principal of Writtle College, and issues relating to the closure of footpaths within the grounds of Writtle College had been discussed and resolved.
- 5.11 Long Brandocks Shops (10.3)
- 5.11.1 NOTED see items **11.1, 11.2**.
- 5.12 Parking at Writtle Surgery (11.1.2)

- 5.12.1 NOTED it was **noted** that parking issues are now considered under the Highways and Transport Committee.
- 5.13 Schools Litter Picking Day (11.2.1)
- 5.13.1 NOTED it was **noted** that Mr D Walker would liaise with Writtle Infant and Junior Schools to ascertain the best date to undertake the Schools Litter Picking Day.
- 5.14 Chelmsford City Council Parish Cleansing Day (11.3.1)
- 5.14.1 NOTED it was **noted** that Essex County Council had already undertaken the removal and clearance of overgrown vegetation within the village.

David Walker

6. ALLOTMENTS

- 6.1 Available plots
- 6.1.1 NOTED it was **noted** that there are currently the equivalent of 10 plots available for rental; 4 at The Chase and 6 at Oxney Green.
- 6.1.2 NOTED it was noted that there are currently 3 people on the waiting list to rent an allotment plot.
- 6.2 Plots requiring attention
- 6.2.1 NOTED it was **noted** that a number of allotments have been neglected and have become extremely overgrown.
- 6.2.2 NOTED it was **noted** that Mr B Cairns would liaise with Writtle College to ascertain if students would be prepared to clear/strim some of the worst affected allotments before October 2013.
- 6.3 Allotment Inspection
- 6.3.1 NOTED it was **noted** that Mrs E Roe and Mr D Walker would organise for an allotment inspection to take place at the beginning of September 2013.
- 6.4 Hedges
- 6.4.1 NOTED it was **noted** that Mrs E Roe and Mr D Walker would organise for a hedge inspection to take place in September 2013.
- 6.5 Field at The Chase
- 6.5.1 NOTED it was **noted** that the field at The Chase would be cut back during October 2013.
- 6.6 Rent Collection
- 6.6.1 NOTED it was **noted** that the annual allotment rent collection would take place on 13th October 2013.
- 6.7 Water Butts at The Chase

Brian Cairns

David Walker / Liz Roe

David Walker / Liz Roe

David Walker

6.7.1 NOTED it was **noted** that reports had been received of the water butts leaking at The Chase. The situation will continue to be monitored.

6.8 Writtle News

6.8.1 NOTED it was **noted** that Mrs E Roe would write an article relating to the allotments for the next issue of the Writtle News.

Liz Roe

7. WRITTLE BYE LAWS FOR ST JOHNS GREEN

7.1 NOTED it was **noted** that Mr D Walker had written to Mr B Knight in relation to the review of current bye laws affecting St Johns Green but that no response had been received to-date.

8. POSITION OF TREE OFFICER

8.1 NOTED it was **noted** that Mr D Cooley had volunteered for the position of Tree Officer and Mrs E Roe would be contacting him regarding commencing in post imminently.

9. THE GREEN

9.1 Scouts Centenary Tree on The Green

9.1.1 NOTED it was **noted** that Writtle Parish Council would purchase a Lime Tree to replace the Scouts Centenary tree which had been vandalised on The Green.

9.1.2 NOTED it was **noted** that Mr D Walker would ask Chelmsford City Council for a reputable supplier and would arrange for planting once procured.

David Walker

9.2 Bench on The Green

9.2.1 NOTED it was **noted** that the damaged bench on The Green had been repaired.

9.3 St Johns Green – Trees

9.3.1 NOTED it was **noted** that Mr D Walker would request Ms L Cameron, Tree Officer, Chelmsford City Council, undertake a site visit of St Johns Green.

David Walker

9.4 Fantasia Circus – The Green

9.4.1 NOTED it was **noted** that Mr D Walker would request the management of the Fantasia Circus to relocate the large advertising board currently located on the Memorial Green.

David Walker

10. DOG AND LITTER BINS

10.1 NOTED it was **noted** that no requests had been received for additional litter bins within the village.

10.2 NOTED it was **noted** that 3 additional dog litter bins have been purchased and are to be installed; 1 at the footpath opposite Prestons triangle, 1 in Back Road, 1 at Longmeads House.

David Walker

- 10.3 NOTED it was **noted** that Mr D Walker would arrange for a replacement lid to the dog litter bin located in Church Lane.

David Walker

11. LONG BRANDOCKS SHOPS

- 11.1 NOTED it was **noted** that Chelmsford City Council would be considering the temporary Tree Preservation Order put on the Red Oak tree at 26 The Coverts at their next Planning Committee.
- 11.2 NOTED it was **noted** that Mr D Walker would write to Chater Developments to seek permission for Chelmsford City Council to undertake weed killing in the vicinity of Long Brandocks shops.

David Walker

12. ANY OTHER BUSINESS

12.1 Gutters and Drains

- 12.1.1 NOTED it was **noted** that members of the public should report any gutters and drains which require clearing on the Essex County Council Highways website.

12.2 1st Writtle Guides

- 12.2.1 NOTED it was **noted** that the 1st Writtle Guides had undertaken an assessment of the village and recommended a number of improvements around the village. To be considered at the next meeting of the Playing Fields Committee.

David Walker

13. DATE OF THE NEXT MEETING

- 13.1 NOTED the Committee **noted** that the next meeting of the Environment Committee will be held on Monday 21st October 2013 at 8.15pm in the Parish Office.
- 12.2 NOTED it was **noted** that agenda items should be submitted to the Clerk by Friday 11th October 2013.

MEETING CONCLUDED 10.00pm

Signed:

For and on behalf of Writtle Parish Council

Date:
