

DRAFT MINUTES FOR APPROVAL BY CHAIR

WRITTLE PARISH COUNCIL
ENVIRONMENT COMMITTEE

Minutes of the meeting held on Monday 15th November 2010 at 7.45pm, Longmeads House

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

| In Attendance | | ✓ = Present | A = Apologies | |
|----------------------|------------------------------------|-------------|---------------|------------------------------------|
| Miss G Laudrum | <i>(SECRETARY)</i> | ✓ | Mr D Walker | <i>(CLERK)</i> |
| Mr A Parson | <i>(WRITTLE ALLOTMENT SOCIETY)</i> | ✓ | Mrs M Barker | <i>(WRITTLE ALLOTMENT SOCIETY)</i> |

ACTION**1. PUBLIC FORUM**

1.1 NOTED there were no members of the public present.

2. APOLOGIES FOR ABSENCE

2.1 NOTED Apologies received as **noted** above.

3. MINUTES OF LAST MEETING – 20th September 2010

3.1 AGREED the minutes of the Writtle Parish Council meeting held on 20th September 2010 were **agreed** as an accurate record.

3.2 AGREED it was proposed by Mrs R Smith 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 CHECK

5.1 Lodge Road and Ongar Road (4.1.1)

5.1.1 NOTED it was **noted** that ECC had cleared the overgrown foliage in the areas of Loves Walk and Lodge Road.

5.2 Roadside sale of cars (4.2.2)

5.2.1 NOTED it was **noted** that Mr J Aldridge is currently investigating whether permanent Enforcement Notices can be issued.

John Aldridge

5.3 Japanese Knotweed (4.5.1)

UNCONFIRMED

5.3.1 NOTED it was **noted** that areas affected by Japanese Knotweed are currently being treated. It may be necessary to repeat the treatment until all the Japanese Knotweed has been completely eradicated.

5.4 Gore Pond (5.5)

5.4.1 NOTED to be discussed under agenda item 8.

5.5 Litter & Dog Bins (6.1)

5.5.1 NOTED to be discussed under agenda item 7.

5.6 Tree Preservation (8.2)

5.6.1 NOTED it was **noted** that the Tree Preservation Officer would now be contacted in Spring 2011 in relation to clearance works required at the Wearpond.

David Walker

5.7 Ducks (8.5)

5.7.1 NOTED it was **noted** that a response had been provided with regard to concerns raised relating to the number of ducks on the Wearpond.

5.7.2 AGREED it was **agreed** that Mr D Walker would speak to the RSPCA to seek advice regarding the increasing number of ducks on The Green.

David Walker

5.8 Vegetation of Foot & Cycle Paths (9)

5.8.1 NOTED to be discussed under agenda item 9.

6. UPDATE ON THE ALLOTMENTS

6.1 NOTED it was **noted** that there are 8 half-plots currently available. Mr D Walker to write to the interested parties on the waiting list offering them one of the available half-plots.

David Walker

6.2 NOTED it was **noted** that Plot 39 is to be offered as a half-plot only.

David Walker

6.3 NOTED thanks were expressed to Mr B Cairns for marking out the official boundaries on three plots.

6.4 NOTED it was **noted** that Mr B Cairns had amended the T&C and these had been distributed at the Rent Day on 10th October 2010.

6.5 AGREED it was **agreed** that, following consideration by the Allotment Society, public toilets would not be installed on either allotment sites.

6.6 NOTED it was **noted** that several of the water tanks at both allotment sites had buckled.

6.6.1 AGREED it was **agreed** that once the tanks had been drained during the Winter months they could be levelled off by Mr V Moss. Mr A Parson to notify Mr D Walker which tanks require levelling.

Albert Parson / David Walker

UNCONFIRMED

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| 6.7 | AGREED | it was agreed that the gates would not require replacement with steel gates but could instead be repaired. Mr D Walker to arrange with Mr V Moss. | David Walker |
| 6.8 | AGREED | it was agreed that the allotment hedge running along the end of Victoria Road/East View requires cutting back. Mr D Walker to cancel current arrangements with Mr J Furze and rearrange. | David Walker |
| 6.9 | AGREED | it was agreed that allotment holders should be encouraged to tidy their own hedging areas. Mrs E Roe to write an article for inclusion in the next Writtle News to this effect. | Liz Roe |
| 6.10 | NOTED | it was noted that Plots 6 and 34a on the Oxney site require tidying. | David Walker |
| 6.11 | AGREED | it was noted that 3 half-plots which are currently vacant on The Chase require tidying. | David Walker |
| 6.12 | NOTED | it was noted that the pathways at the Oxney site are suffering from rutting and potholes as a result of increased car usage and poor weather. | |
| 6.13 | AGREED | it was agreed that allotment holders would be encouraged to fill the ruts with stones from the allotments. Mrs E Roe to write an article for inclusion in the next Writtle News to this effect. | Liz Roe |

7. LOCATION OF ADDITIONAL LITTER AND DOG BINS

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| 7.1 | NOTED | it was noted that the dog bin in Loves Walk had been relocated to the junction with Nicholas Close, as requested. | |
| 7.2 | NOTED | it was noted that the PCSOs were patrolling Paradise Road periodically in order to encourage youths to clear away their litter. | |
| 7.3 | AGREED | it was agreed that three new litter bins would be purchased; one wall-mounted bin to replace the broken post-mounted bin in the vicinity of the Christian Centre and two bins to replace those damaged on The Green. | David Walker |

8. GORE POND

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|-----|--------|---|--------------|
| 8.1 | NOTED | it was noted that Mr V Moss will be undertaking some maintenance and clearing work in the vicinity of Gore Pond, as identified by Mr B Preston-Shoot and Mr K Everett and agreed by Writtle Parish Council. | |
| 8.2 | AGREED | it was agreed that this item should be included for discussion at the next full meeting of the Parish Council with regard to funding implications. | David Walker |

9. VEGETATION OF FOOT & CYCLE PATHS

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|-----|-------|---|--|
| 9.1 | NOTED | it was noted that ECC had been notified of areas still requiring clearance of vegetation. | |
| 9.2 | NOTED | it was noted that the broken branches in the vicinity of Melba Court/Lawford Lane had been cleared by ECC. | |

UNCONFIRMED

- 9.3 NOTED it was **noted** that EDF Energy and BT had been notified of any problematic trees/telegraph lines.
- 9.4 NOTED it was **noted** that a complaint had been lodged with ECC in relation to the overgrown vegetation in the area of Chancery Place.
- 9.5 NOTED it was **noted** that an area in the vicinity of Fox Burrows Lane is severely overgrown and may pose a danger to the public. Mr D Walker to speak to Mr J Aldridge (ECC) as a matter of urgency.

David Walker

10. UPDATE ON CURRENT YEAR FORECAST AND BUDGET FOR 2011/12

- 10.1 NOTED Mr D Walker presented a forecast for the balance of 2010/11 and the Budget for 2011/12 for consideration, prior to completing the Precept required by Chelmsford Borough Council.
- 10.2 NOTED it was **noted** that water charges have increased significantly and usage is to be monitored carefully.
- 10.3 AGREED it was **agreed** that the Christmas Tree lights require replacing. Mr D Walker to source a suitable replacement.
- 10.4 NOTED it was **noted** that refreshments for the Christmas Tree carol service on The Green need to be purchased. Mr D Walker to include as an agenda item at the next full Parish Council meeting.

David Walker

David Walker

David Walker

11. DATE OF THE NEXT MEETING

- 11.1 NOTED the Committee **noted** that the next meeting of the Environment Committee will be held on Monday 14th March 2011 at 8.15pm in Room 18, Longmeads House.
- 11.2 NOTED it was **noted** that agenda items should be submitted to the Clerk by Friday March 4, 2011.
- 11.3 NOTED it was **noted** that Mrs E Roe sends apologies for the next meeting.

MEETING CONCLUDED 9.05pm

Signed:

For and on behalf of Writtle Parish Council

Date:
