

WRITTLE PARISH COUNCIL
ENVIRONMENT COMMITTEE

Minutes of the meeting held on Monday 20th June 2011 at 8.15pm, Longmeads House

Members		✓ = Present	A = Apologies	
Mrs E Roe	(CHAIR)	✓	Mr B Cairns	✓
Mr K Bowdidge		✓	Mr. A Carter	✓
Mrs W Walker (8.25pm)		✓		

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

ACTION

1. PUBLIC FORUM

- 1.1 NOTED it was **noted** that Mr. D Carmichael expressed his concern that the Writtle News had announced the Environment Committee meeting was being held on Monday June 13, 2011 and that he had arrived on that evening to find that the date was incorrect.
- 1.2 NOTED it was **noted** that Mr. D Walker had previously requested that the Writtle News should not announce any further Writtle Parish Council meeting after May 16, 2011 until such time as the forward Calendar had been agreed
- 1.3 NOTED it was **noted** that Mr. D Walker would provide a copy of the Agenda for all future Environment Committee meetings to the Writtle Garden & Allotment Society and these could also be seen on the Parish Council Notice Board and the website..
- 1.4 NOTED it was noted that Mr. D Carmichael express the thanks of the Writtle Garden & Allotment Society for the installation of the new water supply system which was working very well.

2. APOLOGIES FOR ABSENCE

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

3. MINUTES OF LAST MEETING – 14th March 2011

- 3.1 AGREED the minutes of the Writtle Parish Council meeting held on 14th March 2011 were **agreed** as an accurate record.
- 3.2 AGREED it was proposed by Mr. B Cairns and seconded by Mr. K Bowdidge 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 Overgrown vegetation. (5.4.1)

5.1.1 NOTED Mr. D Walker had contacted both ECC and Writtle College regarding the overgrowth of vegetation. but no action has been taken to date.

5.1.2 NOTED it was **noted** that there was also overgrown vegetation. between 65 Ongar Road and Purcell Cole. Mr. D Walker advised that ECC would be inspecting this as a matter of urgency

5.2 Allotment tanks (6.2 & 6.3)

5.2.1 NOTED it was **noted** that the points had been investigated and discussed and that they would be reviewed at the end of the growing season..

5.3 Gates (6.5)

5.3.1 NOTED it was **noted** that a quotation of £460 had been received for the repair of the gates. This was accepted and Mr. D Walker is to place the order.

5.4 Laminated Notice (6.7)

5.4.1 NOTED it was **noted** that this would not be required at present as Allotment holders were already looking after both the tidying of their own plots and filling in the ruts.

5.5 Plot 30b Oxney (6.10)

5.5.1 NOTED it was **noted** that Mr. D Walker had written to the plot holder requesting him to tidy.

5.6 Allotment / Village Inspection (6.12)

5.6.1 NOTED it was **noted** that the inspection took place and that letters were written to a number of allotment holders and that improvement has taken place.

5.7 Boundary Line (7.1)

5.7.1 NOTED it was **noted** that Mr. D Walker had written to ECC regarding this and a reply was still awaited

5.8 Damage by contractors

5.8.1 NOTED it was **noted** that Cllr J Aldridge and Mr. D Walker had been advised by the contractor that they would repair the island and make good the bank on the corner of Victoria Road and East View

5.9 CBC Planning Office (9.5)

- 5.9.1 NOTED it was **noted** that this has now been covered by a new planning application.
- 5.10 New litter bins (10.1)
- 5.10.1 NOTED it was **noted** that these had now been purchased and installed
- 5.11 Dog bin on The Green (10.2)
- 5.11.1 NOTED it was **noted** that this had now re re-located
- 5.11 Letter of thanks (10.3)
- 5.11.1 NOTED it was **noted** that this had been written.
- 5.12 First cut of the season
- 5.12.1 NOTED it was **noted** that the first and subsequent cuts had be completed
- 5.13 Letter of thanks
- 5.13.1 NOTED it was **noted** that this had been written.

6 TERMS OF REFERENCE

- 6.1 NOTED it was **noted** that the revised Terms of Reference had been distributed.
- 6.2 AGREED it was proposed by Mr. K Bowdidge, seconded by Mrs W Walker and unanimously **agreed** that the revised Terms of Reference be adopted.

7. ALLOTMENTS

- 7.1 NOTED it was **noted** that there are 3 half-plots and 3 full-plots currently available. Mr D Walker has contacted the interested parties on the waiting list offering them the available plots.
- 7.2 NOTED it was **noted** that the hedge on Oxney Allotments would need to be trimmed later this year David Walker
- 7.3 NOTED it was **noted** that the hedge on The Chase would need to be trimmed later this year and Mrs. E Roe would arrange through CBC Liz Roe
- 7.4 NOTED it was **noted** that damage had been done to the crops on The Chase Allotment no 21B used by Mr. D Mott. Spraying on an adjacent plot on a windy day had affected some fruit plants
- 7.5 NOTED it was **noted** that rubbish was being dumped on the Oxney site and it appears that some people are taking water off of the site.
- 7.6 NOTED it was **noted** that the next Allotment Walk would be in early September. Mr D Walker to arrange. David Walker
- 7.7 NOTED it was **noted** that rent day would be on October 2, 2011 and the amount would be the same as this year Mr D Walker to arrange. David Walker

8. PARISH PLAN

- 8.1 NOTED it was **noted** that the Parish Plan Implementation Committee had requested the formation of a Conservation Group through Writtle Parish Council.
- 8.2 NOTED it was **noted** that after discussion this should be an independent committee but could be supported by WPC.

9. COMMEMORATIVE BENCHES

- 9.1 NOTED it was **noted** that there were a number of benches on The Green and that the placing of further benches was not recommended due also to the cost of maintenance. It was suggested that as a number of trees had been removed recently it might be possible to suggest planting a tree. Mr. D Walker to contact.

David Walker

10 PARKING AROUND THE VILLAGE

- 10.1 NOTED it was **noted** that Mr. D Walker would contact CBC and ECC and request a meeting to discuss the current parking arrangements and to investigate future possible changes.

David Walker

11. LOCATION OF ADDITIONAL LITTER AND DOG BINS

- 11.1 AGREED it was **agreed** that one new litter bin would be purchased and placed near the Kiddi Caru Nursery. Mr D Walker to arrange.

David Walker

11. WRITTLE SCOUTS

- 11.1 NOTED it was **noted** that Writtle Scouts were going to undertake the cleaning of the boundary stones during the summer
- 11.2 NOTED it was **noted** that the project to plant shrubs on the site at the junction of Margaretting Road and Greenbury Way has not yet been confirmed by ECC. Mr D Walker to contact ECC.
- 11.3 NOTED it was **noted** that Writtle Scouts would be contacted to see if they would undertake cleaning of the Blue Bridge. Mr D Walker to arrange.

David Walker

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 19th September 2011 at 8.15pm in Room 18/19, Longmeads House.
- 14.2 NOTED it was **noted** that agenda items should be submitted to the Clerk by Friday 9th September 2011.

MEETING CONCLUDED 9.50pm

Signed: _____

For and on behalf of Writtle Parish Council

Date: _____