

WRITTLE PARISH COUNCIL
ENVIRONMENT COMMITTEE

Minutes of the meeting held on Monday 20th September 2010 at 8.00pm, Longmeads House

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

| In Attendance | | ✓ = Present | A = Apologies | |
|----------------------|--------------------|-------------|---------------|-------------------|
| Miss G. Laudrum | <i>(SECRETARY)</i> | ✓ | Mr D Walker | <i>(CLERK)</i> ✓ |
| Mr B Preston-Shoot | <i>(PUBLIC)</i> | ✓ | Mr K Everett | <i>(PUBLIC)</i> ✓ |
| Ms C Branch | <i>(PUBLIC)</i> | ✓ | | |

ACTION

1. APOLOGIES FOR ABSENCE

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

2. MINUTES OF LAST MEETING – 14th June 2010

2.1 AGREED the minutes of the Writtle Parish Council meeting held on 14th June 2010 were **agreed** as an accurate record.

2.2 AGREED it was proposed by Mrs R Smith and seconded by Mrs W Walker that the **agreed** minutes be approved and signed.

3. DECLARATION OF INTERESTS

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

4. PROGRESS CHECK

4.1 Lodge Road and Ongar Road (5.1.1)

4.1.1 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.

4.2 Plot 39 (5.3.2)

4.2.1 NOTED it was **noted** that Mr B Cairns would be reimbursed for work undertaken to Plot 39.

David Walker

- 4.3 Plot 34a (5.3.4)
- 4.3.1 NOTED it was **noted** that Mr D Walker had written to the holder of Plot 34a to request tidying.
- 4.4 Roadside sale of cars (5.6.1)
- 4.4.1 NOTED it was **noted** that the Police have issued PCNs for vehicles found without a valid Road Fund Licence.
- 4.4.2 NOTED it was **noted** that Mr T Sach is investigating further to seek advice whether a permanent Enforcement Notice can be issued prohibiting vehicles from being parked on the roadside.
- 4.4.3 AGREED it was **agreed** that this item should be included as an agenda item at the next full meeting of the Parish Council.
- 4.5 Japanese Knotweed (5.7.1)
- 4.5.1 NOTED it was **noted** that Mrs E Roe had been clearing the Japanese Knotweed, however further treatment to eradicate entirely will be required.
- 4.6 Potholes (5.8.2)
- 4.6.1 NOTED it was **noted** that Mrs E Roe had written an article for inclusion in the next issue of the Writtle News encouraging parishioners to report potholes.

Tony Sach

David Walker

Liz Roe

5. PUBLIC FORUM

- 5.1 NOTED Mr B Preston-Shoot kindly provided some background information regarding the extensive works carried out by the residents of Redwood Drive in the clearance of Gore Pond.
- 5.2 NOTED it was **noted** that cash contributions, via the Redwood Drive Residents Association, fund the clearing and maintenance of Gore Pond at the present time.
- 5.3 NOTED it was **noted** that additional funding will be sought via various grants to help sustain a maintenance programme and fund the employment of a gardener/handyman to assist with labour over a period of 4-5 days per year.
- 5.4 NOTED it was **suggested** that Writtle Parish Council could 'match-fund' any funding received.
- 5.5 AGREED it was **agreed** that this item should be included for discussion at the next full meeting of the Parish Council.

David Walker

6. LOCATION OF ADDITIONAL LITTER AND DOG BINS

- 6.1 AGREED it was **agreed** that a dog bin would be relocated from the Arms Houses to a turfed area at the junction of Loves Walk and Nicholas Close following a complaint from a resident of the Alms Houses.

David Walker

- 6.2 NOTED it was **noted** that two litter bins located on The Green are damaged but remain functional.
- 6.3 AGREED it was **agreed** that the PCSOs would be requested to patrol the skateboard area of Paradise Road occasionally to encourage the youths to clear away their litter. To be included as an agenda item at the next full meeting of the Parish Council.

David Walker

7. UPDATE ON THE ALLOTMENTS

- 7.1 NOTED it was **noted** that there are 5 half-plots currently available. Mr D Walker to write to the four interested parties on the waiting list offering them one of the available half-plots.
- 7.2 NOTED thanks were expressed to Mr B Cairns for all his work in tidying plots at Oxney.
- 7.3 NOTED it was **noted** that 3 plots require their boundaries to be marked out officially. Mr B Cairns to arrange.
- 7.4 NOTED it was **noted** that several complaints had been received in relation to the palletted area used for the compost heap.
- 7.5 AGREED it was **agreed** that the Allotment Holder Terms & Conditions need to be revised incorporating the expectations and responsibilities of the tenant.
- 7.6 AGREED it was **agreed** that sheds would be allowed on both the Oxney and Chase allotment sites, sizes of which would be specified in the amended T&C.
- 7.7 AGREED it was **agreed** that Mr B Cairns would amend current T&C and the amended document would be distributed at the Rent Day on 10th October 2010.
- 7.8 NOTED it was **noted** that Mr B Cairns had investigated the different options which would be available with regard to the installation of a toilet at each allotment site.
- 7.9 AGREED it was **agreed** that the Allotment Society should be approached in the first instance to request that they give the matter consideration at their next meeting and report back to Writtle Parish Council.
- 7.10 AGREED it was **agreed** that the gates at the allotment sites are to be replaced with steel gates. Mr D Walker to source quotations.
- 7.11 AGREED it was **agreed** that Mr D Walker would arrange to have the allotment border hedges tidied.

David Walker

Brian Cairns

Brian Cairns

David Walker

David Walker

David Walker

8. THE GREEN

- 8.1 NOTED it was **noted** that Mr A King had offered the services of the Writtle Scouts to start to clear the shrubbery surrounding the Wearpond

during the February half-term holiday 2011. This was to be part of a 3 to 4 year project.

- 8.2 NOTED it was **noted** that the Tree Preservation Officer would need to be contacted prior to any works being carried out at the Wearpond. David Walker
- 8.3 NOTED it was **noted** that the suggestion of a pedestrian pathway being laid adjacent to the side of the Wearpond had not been considered a high priority item in the Parish Plan and would therefore not be contemplated at the present time.
- 8.4 AGREED it was **agreed** there would not be any additional Spring-flowering bulbs planted on The Green due to budget constraints.
- 8.5 NOTED it was **noted** that a concern had been raised by a member of the public regarding the welfare of the ducks residing on the Wearpond during the Winter months. Mr D Walker to respond. David Walker

9. VEGETATION OF FOOT & CYCLE PATHS

- 9.1 NOTED it was **noted** that complaints had been received regarding overgrown vegetation in the areas of Chancery Place and Lordship Road. It was further **noted** that the new trees planted along Bulimers Way were being damaged by the overgrown Blackthorn. Mr D Walker to advise ECC. David Walker
- 9.2 NOTED it was **noted** that there are a number of broken branches which have been discarded in Melba Court/Lawford Lane following the clearance of some vegetation. Mr D Walker to investigate who was responsible for undertaking the work and request that the branches are cleared. David Walker
- 9.3 NOTED it was **noted** that some concern had been expressed in relation to the number of trees which have telegraph lines running through their foliage. Mrs E Roe to provide list of troublesome areas to Mr D Walker who will liaise with EDF Energy and BT. Liz Roe / David Walker

10. DATE OF THE NEXT MEETING

- 10.1 NOTED the Committee **noted** that the next meeting of the Environment Committee will be held on Monday 15th November 2010 at 8.15pm in Room 18, Longmeads House.
- 10.2 NOTED it was **noted** that agenda items should be submitted to the Clerk by [] 2010.

MEETING CONCLUDED 10.05pm

Signed:

For and on behalf of Writtle Parish Council

Date:
