

WRITTLE PARISH COUNCIL
ENVIRONMENT COMMITTEE

Minutes of the meeting held on Monday 21st October 2013 at 8.15pm, Parish Office

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

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

ACTION

1. PUBLIC FORUM

1.1 NOTED it was **noted** that there were no members of the public present.

2. ELECTION OF COMMITTEE CHAIRMAN

2.1 AGREED it was proposed by Mrs W Walker, seconded by Mrs A Reid and unanimously **agreed** that Mrs E Roe be elected as Chairman for the next 12 months.

3. ELECTION OF PARISH COUNCIL VICE CHAIRMAN

3.1 AGREED it was proposed by Mrs E Roe, seconded by Mrs W Walker and unanimously **agreed** that Mrs A Reid be elected as Vice Chairman for the next 12 months.

4. APOLOGIES FOR ABSENCE

4.1 NOTED apologies received as **noted** above.

5. MINUTES OF LAST MEETING – 15th July 2013

3.1 AGREED the minutes of the Environment Committee meeting held on 15th July 2013 were **agreed** as an accurate record.

3.2 AGREED it was proposed by Mr A Carter and seconded by Mrs A Reid that the **agreed** minutes be approved and signed.

6. DECLARATION OF INTERESTS

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

7. PROGRESS CHECK

7.1 Oxney Green - Gate (5.2.1)

7.1.1 NOTED it was **noted** that the new gate for the Oxney Green Allotments is to be purchased and installed.

David Walker

- 7.2 Parish Maps (5.3.1)
- 7.2.1 NOTED it was **noted** that Mr D Walker would arrange for maps of the Parish to be framed and hung in the Parish Office. David Walker
- 7.3 St Johns Green (9.3.1)
- 7.3.1 NOTED it was **noted** that Mr D Walker is to make arrangements for Mrs L Cameron to undertake a site visit. David Walker

8. ALLOTMENTS

- 8.1 Available plots
- 8.1.1 NOTED it was **noted** that there are currently the equivalent of 10 plots available for rental; 3 at The Chase and 7 at Oxney Green.
- 8.1.2 NOTED it was **noted** that there are currently 2 people on the waiting list to rent an allotment plot.
- 8.3 Allotment Rents Received
- 8.3.1 NOTED it was **noted** that approximately 55% of the rents were collected on October 13, 2013 and this was slightly down on the previous year
- 8.4 Hedges
- 8.4.1 NOTED it was **noted** that Mr D Walker would organise a hedge cut at both Allotment sites and for the field to be cut at The Chase. David Walker
- 8.5 Letting plots to non Parish residents
- 8.5.1 NOTED it was **noted** that Mr D Walker would investigate the legality of allowing non Parish residents to rent allotment plots David Walker

9. WRITTLE BYE LAWS

- 9.1 NOTED it was **noted** that Mr B Knight had expressed an interest in a review of current bye laws particularly those affecting St Johns Green.
- 9.2 NOTED it was **noted** that the existing bye laws were last revised in November 1977.
- 9.3 NOTED it was **noted** that there could be the need for additional new bye laws to cover the parking of cars, consumption of alcohol, noise from various sources including portable electronic devices etc
- 9.4 NOTED it was **noted** that the revision of the bye laws could be a very time consuming exercise and could require some input from the Parish Council.

- 9.5 NOTED it was **noted** that Mr B Knight was prepared to undertake the review providing this was acceptable to the Parish Council.
- 9.6 AGREED it was proposed by Mr A Sach and seconded by Mr A Carter that Mr B Knight would undertake the revision of the bye laws
- 9.7 NOTED it was **noted** that Mr D Walker would prepared a schedule of possible contacts that could assist with the provision of information that will be necessary in this task.

10. THE GREEN

10.1 Scouts Centenary Tree on The Green

- 10.1.1 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.
- 10.1.2 NOTED it was **noted** that Mr D Walker would contact Grenville's and arrange for planting once procured.

David Walker

10.2 Benches on The Green

- 10.2.1 NOTED it was **noted** that there were to be no new benches on The Green and that if there were any to be replaced they would be of a traditional type of metal or wooden frame and wooden seats and backs.
- 10.2.2 NOTED it was **noted** that the majority of benches have been previously donated and should they need to be replaced, where possible, the family should be consulted prior to replacement being made.

10.3 Pond

- 10.3.1 NOTED it was **noted** that Mr D Walker would arrange for the water supply pipe to be power cleaned to improve the flow into the pond. The new residents of Motts to be contacted and permission sought

David Walker

10.4 Parking – The Green

- 10.4.1 NOTED it was **noted** that Mr A Sach would provide input to the next edition of the Writtle News on the effects of having Zone Parking for residents of The Green.

Tony Sach

11. FOOTPATH REPORTS

- 11.1 NOTED it was **noted** that the monthly reports from the Footpath Officers were very detailed and informative but that at present only minor work was being completed due to Essex Highways budget constraints.
- 11.2 NOTED it was **noted** that Mr D Walker would see if the Footpath Officers could attend the next full Parish Council meeting to enlarge on the current issues.

David Walker

12. DOG AND LITTER BINS

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| 12.1 | NOTED | it was noted that no requests had been received for additional litter bins within the village. | |
| 12.2 | NOTED | it was noted that of the 3 additional dog litter bins that have been installed, two will have to be re-sited; | David Walker |
| 12.3 | NOTED | it was noted that the current wording on the Dog Control Order is inconsistent in respect of the various areas | David Walker |
| 12.4 | NOTED | it was noted that the existing order does not give reasons, offences or fines for any offence given and may not comply with the Clean Neighbourhoods and Environmental Act of 2005. | |
| 12.5 | NOTED | it was noted that Mr D Walker will provide a revised Dog Control Order to the next full meeting of the Parish Council for consideration. | David Walker |

13. DATE OF THE NEXT MEETING

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| 13.1 | NOTED | the Committee noted that the next meeting of the Environment Committee will be held on Monday 20 th January 2014 at 8.15pm in the Parish Office. |
| 13.2 | NOTED | it was noted that agenda items should be submitted to the Clerk by Friday 10 th January 2014. |

MEETING CONCLUDED 9.55pm

Signed: _____

For and on behalf of Writtle Parish Council

Date: _____