



WRITTLE PARISH COUNCIL

Clerk to the Council – David Walker
Parish Office, The Green, Writtle, Chelmsford, Essex CM1 3DT
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Councillors are summoned to attend a meeting of Writtle Parish Council Environment Committee that will be held in the Parish Office on Monday, June 18, 2018 at 8.15 pm.

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The press and the public are cordially invited to attend

AGENDA

1. **Public Forum.** There will be 15 minutes available for public question time limited to 2 minutes maximum per person.
2. **Apologies for absence.** The Clerk to advise of apologies for absence.
3. **Minutes of the last meeting.** The Chairman to ask for a proposer and seconder to approve the minutes of the meeting held on March 19, 2018 as a true and correct record.
4. **Declaration of Interests.** All members are reminded that they must disclose any interest that they know they have in items of business on the meeting's agenda and that they must do so at this point on the agenda or as soon as they become aware of the interest. They are also obliged to notify the Monitoring Officer of the interest within 28 days of the meeting, if they have not previously notified her of it.
5. **Progress check.** To discuss any environment points that were included on the last actions report issued for the last Parish Council meeting.
6. **Allotments.** To discuss:-
 - the number of available plots at each site and the possibility of putting up vacant signs
 - the overgrown plots and action required
 - the date for an allotment walk
 - the date for the allotment rent day
 - the installation of a noticeboard at the Chase allotments.
7. **Wear Pond.** To receive an update on the latest developments.
8. **Tree Report.** To receive an update on the reports carried out on the trees maintained by the Parish Council and the recent works being undertaken.
9. **Date of the next meeting.** The next meeting is on Monday October 15, 2018 in the Parish Office commencing at 8.15 pm

Signed

Date

13 June 2018