



Clerk to the Council – Laretta Fox
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, October 15, 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. **Footpaths in Writtle.** To receive an update from our footpath officers.
3. **Apologies for absence.** The Clerk to advise of apologies for absence.
4. **Minutes of the last meeting.** The Chairman to ask for a proposer and seconder to approve the minutes of the meeting held on June 18, 2018 as a true and correct record.
5. **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.
6. **Progress check.** To discuss any environment points that were included on the last actions report issued for the last Parish Council meeting.
7. **Allotments.** To discuss:-
 - the recent allotment rental day
 - the number of available plots
 - the ongoing maintenance of the available plots
 - the date of the next allotment walk around
 - the cutting of the field at the Chase allotments
 - the installation of a noticeboard at the Chase allotments.
8. **Wear Pond.** To receive an update on the latest developments.
9. **Trees.** To discuss:-
 - the felled conifer trees outside the nursery on Foxburrows Lane
 - the planting of a tree (to replace the felled willow tree by Wear Pond) as part of National Tree Week (24 Nov – 2 Dec) in collaboration with Bartletts and the local schools
 - the tree work taking place around the village
10. **Crocus Planting.** To discuss the request received from Chelmsford City Council regarding crocus planting on the Green in collaboration with the local schools.
11. **Date of the next meeting.** The next meeting is on Monday March 18, 2019 in the Parish Office commencing at 8.15 pm

Signed

Date

15 October 2018