

WIGTON TOWN COUNCIL

A MEETING OF THE FOOTPATHS, PARKS AND ALLOTMENTS COMMITTEE WAS HELD ON THURSDAY 20TH MAY 2021 AT 1.30PM

The first Face to Face Meeting of a committee

PRESENT Councillors Clark, Ferriby, Robbins, Hamblin & Robson

F&P/1/2021 TO ELECT A CHAIR

Nominations – Cllr Robbins nominated Cllr Clark and seconded by Cllr Hamblin
Cllr Clark elected as Chair

F&P/2/2021 TO RECEIVE APOLOGIES & RECORD REASONS FOR ABSENCE

None

F&P/3/2021 DECLARATIONS OF INTEREST/DISPENSATIONS

None

F&P/4/2021 EXCLUSION OF PRESS AND PUBLIC

None

F&P/5/2021 PLAY PARK EQUIPMENT

Cllr Ferriby reported that members had met last week at the park to discuss. It was **AGREED** that the larger piece of equipment from Kompan would be purchased.
Cllr Hamblin asked about the guarantee. Cllr Ferriby informed members there was a lifetime guarantee for durability of the structure. It's galvanised so less maintenance.

F&P/6/2021 WIGTON PARK

Cllr Robson reported that the working group in February had been mandated to look after Wigton Park Bowling Club and in buildings. Once the bowling club/green is completed then the rest of the assets would be looked at. The amenities would be part of the review.

Cllr Hamblin asked that play parks should be reviewed on a yearly basis. The Clerk informed the group that each member of the committee had been tasked with that but no reports had been produced.

Cllr Ferriby recommended that quotes for repairs to the Dalton Shelter be sought within the next 12 months.

F&P/7/2021 BENCHES

Councillor Clark yet to compare the list from TC staff and Cllr Jackson. The Clerk informed members that our list 100% cover benches that we own.

It was **AGREED** to ask FC to purchase and put a memorial bench at Cuddy Lonning

F&P/8/2021 ALLOTMENTS

Longhwaite Road - Quote received for a standpipe on new allotment site. Cllr Clark to discuss with allotment holders. Cllr Hamblin had thought about another option that an adapter could be used at the trough and hose pipes could be attached.

Burnfoot allotments – as per email previously circulated the Clerk informed members that staff would be unable to site a water bowser on the land next to the 2 allotments for various reasons, one being they would be unable to fill it due to the length of pipe needed. Cllr Hamblin asked the Clerk to see if the hose could be extended. Another option could be to have water butts in allotments, the Clerk suggested discussing the issue with tenants.

Members inspected the allotments on 12th May. There were a number that required attention. Cllr Hamblin pointed out that we have a responsibility to have them up to scratch. The Clerk pointed out that the Rules and Regulations had only been posted out after the last meeting in April and it was unrealistic to expect a change in such a short period of time. Cllr Robson suggested we have a list of what we think is substandard and how they are falling below the standard expected, and give them a time scale.

Cllrs asked the Clerk to write to tenants of No. 1 and No. 8 to set up a meeting in the next 2 weeks after 4pm.

F&P/9/2021 COMMITTEE MEMBER

Cllr Clark felt that with the extra commitments the committee now have it would be prudent to have a fifth member and she would like Cllr Stapley to be that member. The Clerk pointed out that at the next council meeting we would be co-opting another councillor and that they may wish to be considered.

The Clerk suggested that rather than co-opting another member ask Cllr Stapley to be the liaison with the Longthwaite Road allotment holders as he is one himself. All **AGREED**, therefore no recommendation to full council for an extra.

Meeting Closed at 3.05pm

Date of Next Meeting 21st July at 1.30pm

WIGTON TOWN COUNCIL

A MEETING OF THE FOOTPATHS, PARKS AND ALLOTMENTS COMMITTEE WAS HELD ON WEDNESDAY 22ND SEPTEMBER 2021 AT 1.30PM

PRESENT Councillors Clark, Ferriby, Robbins, Hamblin & Robson

In attendance – Cllr Stapley

F&P/10/2021 TO RECEIVE APOLOGIES & RECORD REASONS FOR ABSENCE

None

F&P/11/2021 DECLARATIONS OF INTEREST/DISPENSATIONS

None

F&P/12/2021 EXCLUSION OF PRESS AND PUBLIC

None

F&P/13/2021 ALLOTMENTS

Summary sheet from this year's inspection was circulated to members. The Clerk asked for clarification from members as to the rules. Difficulty with different views from members, Clerk asked to send letters to some tenants and not others. System should be same for everyone. It was **AGREED** that all tenants discussed to receive a letter/phone call.

Cllr Hamblin asked that the committee look at fencing/netting along the Infants school to deter rabbits entering the allotments. The Clerk to ask Stephen to price up in the winter.

Allotments No. 51 and 56 – To discuss what can be done with these 2 allotments as they are shaded by the trees and not fit for allotments. Clerk to ask Stephen to cover in plastic sheeting for now and look at costs to plant area with shrubs to add to next year's budget. To include allotment No. 50

Burnfoot Allotments – **AGREED** letters to go to No. 1 and No. 3 to vacate as no compliance with rules. Letters to No. 4 and 5 regarding the weeds and nettles.

F&P/14/2021 BUDGET 2021/22

Budget circulated prior to the meeting. Cllr Robson meeting with Peter Fox in November to discuss the planting at Speet Gill (part of the tree removal conditions in 2019) Cllr Robson was confident that the 5K budgeted would not be needed this year.

AGREED to ask Finance to increase the budget for CPA to 5K next year

AGREED to look at replacing the planters at St Mary's Church next year

F&P/15/2021 BENCHES

To recap on previous discussions – The Chair discussed the seat at Cuddy Lonning and asked we cost for a metal seat.

F&P/16/2021 EAST END PARK

Cllr Hamblin reported his concern as to the legal requirement for us as a Council on the duty of care to the users of Eastend Park. The Clerk to seek clarification.

Meeting Closed at 3.00pm

Date of Next Meeting TBC

WIGTON TOWN COUNCIL

A MEETING OF THE FOOTPATHS, PARKS AND ALLOTMENTS COMMITTEE WAS HELD ON TUESDAY 16TH NOVEMBER 2021 AT 4.15PM

PRESENT Councillors Clark, Ferriby, Robbins, Hamblin & Robson

F&P/17/2021 TO ELECT A CHAIR

To elect a new chair following the resignation of Cllr Clark.
Cllr Hamblin was proposed by Cllr Robbins, seconded by Cllr Clark.
Cllr Hamblin was duly elected as Chair.

F&P/18/2021 TO RECEIVE APOLOGIES & RECORD REASONS FOR ABSENCE

None

F&P/19/2021 DECLARATIONS OF INTEREST/DISPENSATIONS

None

F&P/20/2021 EXCLUSION OF PRESS AND PUBLIC

None

F&P/21/2021 ALLOTMENTS

21/2021/1 Longthwaite Rd – To receive a report on a number of allotments from last inspection
Cllr Hamblin reported the following:

Allotment 1 –

Allotment 14A – Ok

Allotment 14E – Can't see

Allotment 18B and 22 – No progress or improvement. To terminate tenancy as per rules and regulations. Members **RESOLVED** to terminate tenancies.

Allotment 49 – Structure still in place. Clerk to take photo and send to members to discuss.

Also Clerk to check Allotment on right hand side with Greenhouse that has blown over. Tenant may have vacated.

21/2021/2 Burnfoot – To receive a report on Allotment 1 from last inspection and discuss the water supply for all the allotments

Cllr Hamblin reported the following:

Allotments 4 & 5 - Both have cleared weeds

Allotment 1 – Tenant has not vacated. Cllr Robson to look in to the Allotment Law book. Cllrs Robson and Hamblin to discuss and deal with. Clerk to send Cllr Robson letter sent to Mr Pattinson to vacate.

Water Supply – Cllr Hamblin supplied members with a map of allotments and his proposal for 2 water troughs located at Allotments 1 and 3. The Clerk to obtain quotes from UU and Contractor to do the work and supply troughs.

F&P/22/2021 COMMITTEE TERMS OF REFERENCE

To receive the draft terms of reference for consideration and amendment for recommendation to Full Council – **AGREED** that members would send any amendments to the Clerk by end of December for follow up in the New Year.

F&P/23/2021 PLANTS FOR 2022

To discuss the planting for the town planters etc. for 2022 (Queen's Platinum Jubilee)

AGREED to go with multi-colour but ask what would be available as we would require flowers one month earlier next year than previous years.

RECOMMENDATION to FC to change name of the committee to Parks, Open spaces and Allotments.

Meeting Closed at 5.35pm

Date of Next Meeting Monday 24th January at 3.30pm

WIGTON TOWN COUNCIL

A MEETING OF THE FOOTPATHS, PARKS AND ALLOTMENTS COMMITTEE WAS

HELD ON THURSDAY 27TH JANUARY 2022 AT 2.30PM

PRESENT Councillors Clark, Ferriby, Robbins, Hamblin & Robson

F&P/24/2021 TO RECEIVE APOLOGIES & RECORD REASONS FOR ABSENCE

None

F&P/25/2021 DECLARATIONS OF INTEREST/DISPENSATIONS

None

F&P/26/2021 EXCLUSION OF PRESS AND PUBLIC

None

F&P/27/2021 ALLOTMENTS - BURNFOOT

Cllr Hamblin reported the following:

Allotment 2 – Needs a demarcation line between 2 and 3. 3 bags of asbestos removed to date. Demarcation needed between allotments and field. Also site needs cleared of sheeting etc.

Allotment 3– Fence required at front of allotment. Again needs cleared.

Allotment 1 – Lock has been removed. TC have now put a new lock on. Again needs cleared.

Had met with Richard Benn regarding water supply. He will send estimate for work to put in 2 new troughs.

The following discussion took place.

Finances – to look at costs for clearing out the 2 allotments, skips etc. Clerk to ask park staff if they have the capacity to do this. Estimate 2/3 skips. 2 men / 2 days.

It was **AGREED** that 1 trough would be sufficient at Burnfoot.

Clerk to get 3 quotes for fencing the front of allotment No. 3

The Clerk reported that No. 4 is vacant. To be re let this week.

F&P/28/2021 COMMITTEE TERMS OF REFERENCE

A meeting of Cllrs Hamblin, Robson, Clark and Robbins had taken place the previous week at the Vestry, Wigton Cemetery. Following this the Clerk received amended ToRs from the above members and her and Cllr Ferriby responded to these.

Cllr Hamblin thanked the Clerk and Cllr Ferriby for the points they made on the draft ToRs but wanted to make it clear that the assumption there was distrust of the Clerk was untrue. The Clerk pointed out that is how she felt. The Clerk also pointed out that at the last meeting in November, members discussed and agreed to have amendments to the ToRs to the Clerk by the end of the year. Cllr Ferriby had sent in amendments but no one else had and as far as she was concerned the ToRs were ready to go for recommendation to the full council. Members apologised for not getting back to the Clerk but felt they were more complex than first thought.

The Clerk stated that the ToRs should be dealt with by the Policy, development and staffing committee as all committees require ToRs.

Agreed that Cllr Robson make some minor amendments and forward to the Clerk for inclusion at the next P, D & S meeting.

Meeting Closed at 3.45pm

Date of Next Meeting Thursday 3rd March 2022 at 6pm