

WIGTON TOWN COUNCIL

Town Clerk: Emma Ireton
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18 October 2023

Dear Councillor

You are summoned to attend a meeting of the Parks, Open Spaces and allotments committee on **Wednesday 25 October 2023 at 6.00pm** at **Barton Laws, Wigton** for the purpose of transacting the following business.

Yours sincerely

E. Ireton

Emma Ireton
Clerk to the Council

Agenda

1. **Apologies**
To receive and accept apologies for absence.
2. **Minutes of the previous meetings**
To receive and agree the minutes of POA meeting held on 25th July 2023 – **see attached.**
3. **Declarations of Interest/Dispensations**
Members are invited to declare “Disclosable Pecuniary Interests” and “Other Registerable Interests” and refer to “Dispensations” relating to any item on the agenda.
4. **Exclusion of the Press and the Public**
To consider whether any items on the Agenda should be considered without the presence of the Press and public, on the grounds of confidentiality, pursuant to the Public Bodies (Admission to Meetings) Act 1960 Section 1(2).
5. **Public Participation**
To receive comments and representations from members of the public – Members of the public are invited to speak for a maximum of 5 minutes each. The maximum total time for public participation will be 10 minutes. At the close of this item, members of the public will no longer be permitted to address the Council Members unless invited to do so by the Chairman.

6. **Review Previous Actions – See appendix 1**

7. **Budget**
To review current budget and spend so far.

8. **Allotments**
To provide an update on the recent inspection.
To discuss action required around contaminated area at Longthwaite.
To discuss toilet request at Longthwaite.
To decide what should happen to plots 51 and 52 at Longthwaite.
To discuss remaining issues with Burnfoot

9. **Winter Flowers**
To discuss and agree on what winter flowers should be purchased along with maximum costs.

10. **Wigton Parks**
To discuss Wildlife for Wigton's previous request.
To discuss any remaining issues related to the parks.

7. **Date of next meeting: TBC**

Appendix 1

Action	Person Responsible	Complete	Comments	Committee Approval (Where necessary)
Put up East End signage	EI/SF	N	Two boards have been printed and have been given to SF to install.	
Put up signage at Wigton Park with updated wording	EI/SF	N	Wording was incorrect. Parakeet print has the new wording so waiting for them to be delivered.	
Purchase football goal posts	EI/SF	N	SF to let EI know what size goals are required then they can be ordered.	
Repair zip wire and fence to reduce noise	SF	Y	Complete	
Complete the application for Dalton Shelter grant	EI	Y	Complete and just waiting to hear outcome.	
Repair allotment road	EI/SF	Y	10 ton of road planings have been ordered, road will be temporarily repaired w/c 23 rd October 2023. Full road repair will be discussed at the finance meeting to be budgeted for in 24/25.	
Burnfoot – plot 1	POA committee/EI	N	A resident has been in touch to ask to take on plot 1 and has said they will safely remove the rubbish.	
Tree problem – Burnfoot plot 1	POA committee/EI	Y	CI a member of the parks team has the tree qualification to assess the trees. All trees that are the responsibility of WTC are checked annually by CI,	

			Burnfoot trees have been added to the map to check in Autumn 2023.	
Tree problem – Alder Trees at Throstle Park	POA committee/EI	N	CI to check.	
Tree problem – Beech tree	POA committee/EI	Y	Has been checked and it is dead. Does the committee want it removed?	
Move IBC from Burnfoot	POA committee/EI/SF	N	Not moved yet but SF is to move to Phoenix Park, just waiting for Cllr Hamblin to confirm location.	
Cutting back trees at Procter's Row	EI	Y	FC approved CWB Forestry to carry out tree works. SC has contacted CWB Forestry to gain a copy of their PL and RA. Cost - £660 INC VAT	
Renovating Bowling Club/Wigton Park Toilets	EI	N	The finance meeting agreed to allow EI to undertake research into purchasing a toilet cabin that is already built. Costs will be explored at the finance/budget meeting and will be budgeted for in 24/25.	