

WIGTON TOWN COUNCIL

Town Clerk: Emma Ireton
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17 January 2024

Dear Councillor

You are summoned to attend a meeting of the Parks, Open Spaces and allotments committee on **Tuesday 23rd January 2024 at 6.00pm** at **Market Hall, 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 October 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 discuss any issues regarding Burnfoot allotments.
To discuss any issues regarding Longthwaite Road allotments
To discuss and agree on recommended allotment fees for 2024/2025.
To set inspection dates for 2024/2025

9. **Wigton Parks**
To provide an update regarding all signage
To discuss progress related to the Dalton Shelter project.
To discuss progress related to toilets at Wigton Park.
To discuss and make recommendations on next steps regarding the mushroom in Phoenix Park.
To be provided with an update regarding all trees.
Discuss and agree on purchasing 12x6ft socketed football goals.

10. **Park Plans**
To review long and medium-term plans for all parks.

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

Appendix 1

OUTSTANDING ACTIONS from 25th October 2023	Person Responsible	Complete	Comments	Committee Approval (Where necessary)
Put up East End signage	EI/SF	N	Two extra boards have now been collected by SF and will be erected before the end of January 2024.	
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. Jan 2024 update – still waiting for new signage.	
Purchase football goal posts	EI/SF	N	SF to let EI know what size goals are required then they can be ordered. Jan 2024 update – received sizes with prices approximately £800 for socketed goals. Committee approval required.	
Burnfoot – plot 1	POA committee/EI	Y	A resident has been in touch to ask to take on plot 1 and has said they will safely remove the rubbish. Jan 2024 update – tenant agreed to remove all rubbish	
Tree problem – Alder Trees at Throstle Park	POA committee/EI	Y	CI to check. Jan 2024 update – CI will remove	

Tree problem – Beech tree	POA committee/EI	Y	Has been checked and it is dead. Does the committee want it removed? Jan 2024 update – grounds team will remove	
ACTIONS FROM 25TH OCTOBER				
Receive quotes for allotment clearance	EI	N	Agreed to receive quotes for March 2024	
Instruct grounds team to cut grass on annual basis	EI/Grounds team	Y	To complete in spring	
Replace deep water signage	Office	N	Have asked Parakeet Print to design one as signs online are too small.	