

# WIGTON TOWN COUNCIL

Town Clerk: Emma Ireton  
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21 March 2024

Dear Councillor

You are summoned to attend a meeting of the Parks, Open Spaces, and Allotments Committee on **Wednesday 27<sup>th</sup> March 2024 at 6.00pm** at **The Market Hall** for the purpose of transacting the following business.

Yours sincerely

*S.Cooper*

Sophie Cooper  
Assistant 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 23<sup>rd</sup> January 2024 – **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 decide what should happen to plot 51 and plot 53 at Longthwaite site.  
To discuss and agree on a tenant's request for a reimbursement.  
To discuss and review current allotment rules.
9. **Wigton Parks**  
To provide and discuss any updates regarding the parks.
10. **Date of next meeting:** TBC

## Appendix 1

<b>OUTSTANDING ACTIONS from 23rd January 2024</b>	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. <b>March 2024-</b> Have now been put up.	
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. <b>Jan 2024</b> update – still waiting for new signage. <b>March 2024 –</b> received from Parakeet Print	
Purchase football goal posts	EI/SF	N	SF to let EI know what size goals are required then they can be ordered.	

			<p><b>Jan 2024</b> update – received sizes with prices approximately £800 for socketed goals. Committee approval required.</p> <p><b>March 2024</b> – Have been delivered.</p>	
Burnfoot – plot 1	POA committee/EI	Y	<p>A resident has been in touch to ask to take on plot 1 and has said they will safely remove the rubbish.</p> <p><b>Jan 2024</b> update – tenant agreed to remove all rubbish.</p> <p><b>March 2024</b> – Asked SF to separate rubbish and asbestos and get rid of all the rubbish, which he has agreed to do. Will get a company to remove the asbestos professionally.</p>	
Tree problem – Alder Trees at Throstle Park	POA committee/EI	Y	<p>CI to check.</p> <p><b>Jan 2024</b> update – CI will remove</p>	
Tree problem – Beech tree	POA committee/EI	Y	<p>Has been checked and it is dead. Does the committee want it removed?</p> <p><b>Jan 2024</b> update – grounds team will remove</p>	
<b>ACTIONS FROM 25<sup>TH</sup> OCTOBER</b>				
Instruct grounds team to cut grass on annual basis	EI/Grounds team	Y	To complete in spring	
Replace deep water signage	Office	N	Ordered three and they have been delivered.	