

# WIGTON TOWN COUNCIL

Town Clerk: Emma Ireton  
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20 September 2024

Dear Councillor

You are summoned to attend a meeting of the Parks, Open Spaces and allotments committee on **Thursday 26<sup>th</sup> September 2024 at 6.00pm** at **Market Hall, Wigton** for the purpose of transacting the following business. Please let me know if you are unable to attend.

Yours sincerely

*S. Cooper*

Sophie Cooper  
Assistant Clerk to the Council

## **Agenda**

### **1. Apologies for Absence**

To receive and accept apologies for absence

### **2. Minutes of previous POA meetings**

To receive and agree the minutes of POA held on the 11<sup>th</sup> of June 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**

5.1 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. Terms of Reference**

Review Terms of Reference for FC to agree – **draft copy attached**

**8. Allotments**

To provide an update and discuss ongoing issues.

**9. Parks**

To discuss issues and share updates regarding Phoenix Park.

To discuss issues and share updates regarding Wigton Park including Dalton Shelter.

To discuss ongoing issues related to Kirkland Park and decide on a plan.

**10. Long term plan**

To discuss the plan and updates.

**11. Date of next meeting:** 23<sup>rd</sup> January 2025

**Appendix 1**

<b>Actions from 11<sup>th</sup> June 2024</b>	<b>Person Responsible</b>	<b>Complete</b>	<b>Comments</b>
Amend the drafted Terms of Reference	SC	YES	Amended and ready to review at the next meeting on 26 <sup>th</sup> September 2024.
POA Committee to look over long-term plan	POA Committee		To be discussed at the meeting on 26 <sup>th</sup> September.
Dalton Shelter	EI/SC		Awaiting a response from a company with ideas.
<b>Actions from 27<sup>th</sup> March 2024</b>			
Send allotment rules to an association	SC		Awaiting a response as of 20 <sup>th</sup> September from The National Allotment Society.