

**WIGTON TOWN COUNCIL**

**A MEETING OF THE PARKS, OPEN SPACES AND ALLOTMENTS COMMITTEE**  
**WAS**  
**HELD ON WDNESDAY 25<sup>TH</sup> OCTOBER 2023 AT 6.00PM**

**PRESENT** Councillors Hamblin, Hodson, Scott and McCarthy.

**POA/27/2023 TO RECEIVE APOLOGIES & RECORD REASONS FOR ABSENCE**  
Councillor Clark

**POA/28/2023 DECLARATIONS OF INTEREST/DISPENSATIONS**  
None

**POA/29/2023 EXCLUSION OF PRESS AND PUBLIC**  
None

**POA/30/2023 REVIEW PREVIOUS ACTIONS**

Councillor Hodson arrived at 18:03.

Action	Person Responsible	Complete	Comments	Committee Approval/comments (Where necessary)
Put up East End signage	EI/SF	Y	Two boards have been printed and have been given to SF to install.  Signs are printed but not yet installed.	
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	Committee recommended changing the green fence at East End and placing the existing fence in a

				different place. A new fence should be budgeted for in next year's budget. Alternative fences will be looked at between now and April and the office will investigate grants available.
Complete the application for Dalton Shelter grant	EI	Y	Complete and just waiting to hear outcome.	The committee discussed the different solutions for seating. Further research is required whilst waiting for the COF response.
Repair allotment road	EI/SF	Y	10 ton of road planings have been ordered, road will be temporarily repaired w/c 23 <sup>rd</sup> October 2023. Full road repair will be discussed at the finance meeting to be budgeted for in 24/25. <b>Road planings have been delivered.</b>	
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.	Town Council will pay to remove waste after the fence is erected by SF.  Waiting for CS to check if tenant is willing to erect fence and for the office to speak to potential tenant.
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	

			<p>annually by CI, Burnfoot trees have been added to the map to check in Autumn 2023.</p> <p><b>Need to order tree tags</b></p>	
Tree problem – Alder Trees at Throstle Park	POA committee/EI	N	CI to check.	
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>Park staff will remove</b></p>	
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	<p>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</p> <p><b>Work being carried out 27<sup>th</sup> November 2023</b></p>	
Renovating Bowling Club/Wigton Park Toilets	EI	N	<p>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.</p> <p><b>Finance committee are discussing options.</b></p>	

### **POA/31/2023 BUDGET**

The clerk provided the committee with the budgets for each area including:

Allotments

Flowers and Shrubs

Replacement Planters

Grass Cutting

### **POA/32/2023 ALLOTMENTS**

The committee discussed what to do with the contaminated land. It was agreed that a contractor would be hired to dig over the contaminated land in March before the start of the new season so that weeds do not grow back, the allotment could then be split into three. ACTION – Office to request quotes and update the committee nearer the time.

Next was the request to place a portaloo at the Longthwaite allotments, it was noted that there would be an initial and ongoing cost to this which has not been budgeted for and only one person had made this request. The committee voted and with the UNANIMOUS decision not to place a portaloo at the allotments.

It was discussed that allotments 51 and 52 could be offered to people on the waiting list if they agreed to clear themselves and there would be no charge for the first year, alternatively while the contractor was on site, they could clear both allotments in March so they could be rented out. Members voted **UNANIMOUSLY** to have the same contractor dig over both plots before Spring.

### **POA/33/2023 WINTER FLOWERS**

It was agreed that SF could go ahead with ordering the winter flowers although Cllr Hamblin would like to speak with him regarding the types of flowers.

### **POA/34/WIGTON PARKS**

The committee were informed that SF had repaired some of the fence in Phoenix Park but now the remaining part needs replacing.

Cllr Hamblin notified members that he had received Cumbria in Bloom's Silver RHS Guild for the flower beds in Phoenix Park.

At an earlier meeting Cllr Speksnyder who is also the representative for Wildlife For Wigton made some requests regarding the parks (Throstle and Phoenix) which would help to keep them maintained. The requests were as follows:

- Cut a hole in the fence to allow wildlife to access the beck.  
Members **voted** and the decision to **decline** the request was **UNANIMOUS**.
- Have the grass cut annually.  
Members **voted** and the decision to **approve** the request was **UNANIMOUS**.

- To have a gate from the path leading to the pond.  
Members **voted** and the decision to **decline** the request was **UNANIMOUS**.
- To place large stones leading to the pond.  
Members **voted** and the decision to **decline** the request was **UNANIMOUS**.

The committee also agreed to replace the deep water sign with a larger sign so it is more visible.

**Meeting ended 7.13pm**

**Date of next meeting: TBC**