



North Weald Bassett Parish Council

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Clerk to the Council

Susan De Luca

26th March 2025

TO: MEMBERS OF THE ENVIRONMENTAL AND OPEN SPACES COMMITTEE

PLEASE NOTE THE DATE AND TIME OF THIS MEETING

This meeting is open to any other North Weald Bassett Parish Councillor who wishes to attend

You are hereby invited to attend a meeting of the **ENVIRONMENTAL AND OPEN SPACES COMMITTEE** which will be held on **Monday, 31st March 2025** at **10.45am** in the **Parish Office, Queens Hall Community Centre, School Green Lane, North Weald** to transact the business shown in the agenda below.

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AGENDA

1. APOLOGIES FOR ABSENCE

To **RECEIVE** any apologies for absence.

3. OTHER ABSENCES

To **NOTE** any absences for which no apology has been received.

4. CONFIRMATION OF MINUTES

To **APPROVE** as a correct record the minutes of the meeting held on 10th October 2024, as attached at **APPENDIX 1**.

5. DECLARATIONS OF INTEREST

To **RECEIVE** any Declarations of Interest by Members

A Member with a personal interest in a matter must consider whether it is a Disclosable Pecuniary, Non-Pecuniary or Other Pecuniary Interest, and declare it accordingly. A Member who is unsure as to how to declare their interest should seek independent advice.

6. QUESTIONS FROM MEMBERS OF THE PUBLIC

To **RECEIVE** questions from members of the public.

In accordance with an agreed procedure, the time allocated for public questions shall be limited to 15 minutes or such other period determined by the Chairman of the Meeting.

7.  ALLOTMENTS 

a) Approval of Updated Rules and Regulations

Councillors are asked to formally approve the changes to the Rules and Regulations of the allotments, as attached to the agenda at *Appendix 2*. The changes are marked in yellow.

b) Notice of Rental for 2026

As agreed as the October 2024 Committee meeting, the dates of tenancy agreements has now changed and from 1st January 2026 will run for the entire year (1st Jan to 31st Dec in each respective year). The Committee is asked to formally agree the rental for the tenancy year starting 1st January 2026 as follows:

- Under 50 sqm = Extra small £33.00
- Between 51sqm & 100sqm = Small £35.00
- Between 101sqm & 150sqm = Average £36.00
- Between 151sqm & 200sqm = Large £41.00
- Over 201sqm = Extra Large £43.00

This is an increase of £4 per plot.

c) Stop cocks on allotment sites

The Parish Council has been made aware that after turning off the water for the winter season, somebody has turned the water back on at North Weald Allotments, resulting in leaks and broken pipes across the site. The emergency works to fix this has cost in excess of £200. Councillors are asked to consider taking further action to address this issue. The Clerk will provide an update.

d) Replacement of water butts with standpipes on allotment sites

The PFO has been working with the Parish Council's Grounds Maintenance contractor to source a suitable alternative to the current water butts on allotment sites. Councillors may recall the Parish Council holds an EMR of £5,000 for these works. The Parish Council has a responsibility under the Water Supply (Water Fittings) Regulations 1999 (full details attached to the agenda at *Appendix 3*). Councillors are now asked to **CONSIDER** replacing the Water Butts with standpipes straight onto the mains (as at Thornwood Allotments) ensuring the pipes and fittings used comply with the regulations. This may necessitate further changes to the Rules and Regulations of tenancy with regard to hosepipe use. Any works would take place in October / November 2025.

8.  CEMETERY 

Increase in Cemetery Fees

The Clerk has received notification from all three cemetery contractors and from the Parish Council's preferred suppliers for memorial plaques and memorial benches, that their charges will be increasing with effect from 1st April 2025.

Councillors are reminded that the cemetery fees have not been increased since 1st September 2023 and are now asked to **CONSIDER** an increase with effect from 1st April 2025. Attached to the agenda at *Appendix 4* are copies of the current fees charged, together with details of individual contractor / supplier charges. For comparison, a fee sheet for a neighbouring burial authority is also attached.

9. UPDATE ON SENSORY GARDEN

The Clerk will give an update on the Sensory Garden planters.

10. WOODLAND TRUST WILD HARVEST TREE PACK

Councillors are advised that 105 free saplings received from Woodland Trust have been planted at Weald Common. The trees that had not taken in Eldridge Coppice have been replaced with 49 of the saplings, and the remaining 56 have been planted in the new woodland area.

11. GARDEN BY THE PARADE OF SHOPS

The Chairman will give a report on the garden by the parade of shops.

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