

LUDGERSHALL TOWN COUNCIL



Minutes of the Allotment, Cemetery and Car Park Committee meeting held on 20 July June 2021 at the Church Hall, School Drive, Ludgershall at 7pm.

Present: Cllr J Langley, Cllr C Giles, Cllr M Giles, Cllr N Allingham, and Cllr CA Moore,

Public: No members of the public were present

AGENDA ITEM

024-21/22: 1. Apologies – none received.

025-21/22: 2 Declaration of Interest – (Members are bound by the provision of the Code of Conduct adopted by Ludgershall Town Council and are required to declare their interest in any matter in which they have a personal interest or a pecuniary interest) **Cllr Langley and Cllr M Giles declared a pecuniary interest in item 027-21/22 ii) c)**

026-21/22: 3. Minutes of previous meeting held **15/06/2021** – Having considered the minutes of 15 June 2021 amended then to accept Cllr Dance’s apologies Cllrs **RESOLVED to accept the minutes as read.**

Matters arising.

a) Access for the Jubilee gardens (Kissing Gate)- – No further action required. **Item closed**

b) Inspections Recording System – Cllrs Moore and Langley agreed that they would take the matter forward by working in unison to develop an excel spread sheet that Cllrs could use to record information gathered during plot inspections and report back at the next meeting.

Action: Cllrs J Langley and CA Moore.

c) Lack of Accessibility of agenda Items when Office closed – **No further action required. Item closed.**

027-21/22: 4. Allotments – Having considered a request from a Tidworth resident Cllrs **RESOLVED that in line with current policy non- Ludgershall residents were not to be added to the waiting lists at this time.**

Action: Clerk

i) Bell Street –

a) Update on new allotments rented and waiting list – The Cllrs noted the report and then had as lengthy discussion regarding the renumbering of the plots after which Cllrs **RESOLVED that a renumbering exercise was to be carried out in October by Cllr Langley and CA Allan in order that the plot renumber can be instigated in early 2022 to coincide with issue of the renewal letters and the Locum Clerk was to check to see if a map existed that showed the plots and the numbering. It was further RESOLVED that Cllr M Giles was to request The Mens’ Shed to make the new plot number markers once known. Action: Cllrs J Langley, CA Allan, M Giles and Locum Clerk.**

(Post meeting note: The Locum has located the maps and emailed them to Cllrs J Langley & CA Allan.)

b) Inspections – Cllr Langley report that all plots had been inspected and the appropriate letters had been sent to plot holders who were not maintaining their plot to an acceptable standard. This has resulted in a flurry of responses and has led to 3 plot holders giving up their plots. The Locum Clerk has written to the 3 plot holders to advise them of what action they need to take and the time frame in which they need to take it. **Cllrs then RESOLVED Cllr J Langley, or another Committee member will need to inspect these plots before the plots are handed back and to take photos of the condition of the plots.**

Action: Cllr Langley

After discussion Cllr M Giles, then volunteered to repair a piece of broken fence on plot 12 just off the footpath. **Action: Cllr M Giles**

c) **Plumber update** – Locum Clerk reported that all work has been completed. **Item closed.**

d) Email from an Allotment Holder re: fly-tipping. – Cllr Langley reported that she had written to all Bell Street Allotment holders on 23 June 2021 regarding Fly Tipping. **Item Closed.**

ii) *Dewey's Lane* – Cllrs noted the report.

a) Update on new allotments rented and waiting list – Cllr Langley reported that there were 12 on the main waiting list 6 of whom are also on the Bell Street list and 2 on the additional plots list of which is 12a and one from Bell Street. **Cllrs noted the report.**

b) **Inspections** – Cllr Langley reported that all plots had been inspected and the appropriate letters had been sent to plot holders who were not maintaining their plot to an acceptable standard. This has resulted in a flurry of responses and has led to the need to for Cllr J Langley to send eviction letters to some plot holders. However, Cllr CA Allan volunteered to inspect these plots before the eviction letters are send out. **Action: Cllrs J Langley & Cllr CA Allan**

c) **Donation to Men's Shed.** – Having earlier declared an interest Cllr Langley and Giles left the meeting. The Vice Chair, Cllr C Giles, took the Chair and then Cllrs having considered donating to the Men's Shed for clearing rubbish from the Allotments **Cllrs RESOLVED to donate £100.00 to the Men's shed and record their thanks for clearing the rubbish so quickly.**

Action: Town Clerk

028-21/22: 5. Jubilee Garden –

a) **Fence Damage.** Having considered the one quote received the Cllrs **RESOLVED to accept the quote Cllrs RESOLVED to accept the quote and directed the Locum Clerk to place the order.**

Action: Locum Clerk

b) *Removal of 2 Ash Tree quotes* – The Clerk reported that two quotes had been received one of which was £79.78 + VAT (£99.73) and one for £549 + VAT (£594.00). Having considered the quotes Cllrs **RESOLVED to accept the £79.78 + VAT (£99.73) quote and directed the Locum Clerk to place the order.**

029-21/22: 6. Car Park/Toilet –

a) **New Lights** – New lights have been installed in the Gents toilet with the rest of the work ongoing due to a lack of parts. The office will update when work is complete. **Action: Locum Clerk**

B) **Wall in Car Park** – Having considered the one quote received Cllrs **RESOLVED to accept the quote and directed the Locum Clerk to place the order.** **Action: Locum Clerk**

c) **Inspections** – Cllr Langley reported that the new cleaning contractor was meeting the standard and as such having successfully completed 3-month trial period the contract now comes into being.

030-21/22: 7. Cemetery –

a) *Garden of Remembrance fencing quote update* – The Clerk reported that two quotes had been received along with a late request from another company to provide a quote. Cllrs then heard from the Clerk on the issues regarding grass cutting after the garden has been enlarged and the need to consider the removal and replanting of the existing roses bushes and the need for a clear lead Cllr or Cllrs to lead on this Cllrs then **RESOLVED that Cllr M Giles and N Allingham and to direct the Locum Clerk source a third quote.** **Action: Cllrs M Giles & N Allingham and Locum Clerk**

b) *Prevention of Strimming Damage* – The Clerk tabled photos of strimmer damage to the base of 3 trees. After discussion the Cllrs directed the Clerk to speak to the contractors.

031-21/22: 8 Anti-Social Behaviour – None

032-21/22: 9 Agenda Points to be discussed for next month.

a) *Water Supply. There is a requirement for an increase in the delivery capacity of the water supply and more draw off points.*

There being no further business to discuss the meeting was closed at 8.04.-Date of next meeting was confirmed as 13th September 2021

Signed.....

Date.....