

LUDGERSHALL TOWN COUNCIL



Minutes of the Allotment, Cemetery and Car Park Committee meeting held on 21st September 2021 at the Church Rooms Ludgershall 7pm.

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

Public: one

AGENDA ITEM

033-21/22: 1. Apologies – none received.

034-21/22: 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) none were declared.

035-21/22: 3. Minutes of previous meeting held 20/07/2021 – There were no matters arising, Cllr CA Moore proposed that minutes be a true record of meeting C Allan seconded, **All in favour.**

036-21/22: 4. Allotments –

- a) To consider future rubbish from both allotment sites. No decision made.
- b) To consider an increase in the delivery and capacity of the water supply and more draw off points. Cllr C Giles not aware of her involvement. Concerns regarding water pressure for current outlets, require checks on existing pipes to ensure additional outlets would not further affect pressures. **Cllr M Giles to action.**
- c) To receive update on inspections spreadsheet & Letter mail merge. Cllr J Langley thanked Cllr CA Moore for the documents that were created by her, Cllr J Langley put forward a future plan to purchase software recommended by Locum Clerk to support the allotments management, this will be looked at a later date.
- d) To receive an update on the renumbering of plots. November time this will begin, plan is to pull out all existing plot markers and redo in correct planned order. Convert all plots to half plots, any larger plots would be classed as 2 plots and carry 2 numbers. Thus, cancelling out half plots. Cllr C Allan proposed the above to go ahead, Cllr G Paine seconded. **5 for 1 against Carried.**
- e) To consider quote for new Plot Markers. £750 for 100 markers, we currently have 94 plot markers, to transfer all full plots to half plots 100 additional markers needed. Cllr C Giles proposed to accept quote, Cllr G Paine seconded. **All in favour.** Office to supply current maps which will be updated when work is carried out.
- f) To receive an update on the repair of a piece of broken fence on plot 12 just off the footpath. Bell street, Lead Cllr Langley checked and no issues with it. No further investigation needed.
- g) To consider making an annual “Best Allotment” award. Plan 2 people to judge, LTC purchase a small shield, etch winners name, and display in LTC office, have a smaller trophy for the winner to take home. All in favour. Cllr CA Moore put herself forward as a judge, Cllr C Giles requested to have an outsider in the judge position. Cllr J Langley to source.

- h) To consider the control of dogs in allotments. Member of the public invited to discuss. Dog mess is a concern and aggressive dogs being off lead resulting in confrontation. Police contacted but tenant reluctant to pursue due to aggression he received. Looking to deal with dogs and access going forward. Signs to be put up stating no dogs allowed / private land rule will include allotment holders. **All in favour. Action Admin**
- i) Renewals
 - i) To discuss the sending of letters. AA will generate and post out letters to be completed by 1st October 2021 **All in favour.**
 - ii) To select time, date, and location for payments. Wednesday 1st December church hall rooms 6-8pm, increase rents / half plot £22.50 increase to £25 and full plot £45 increase to £50, AA will include this into letter to tenants increase to take place from January 2023. Discussed a deposit increase to £100 for new tenants, will consider for future meeting. Require 2 volunteers with AA and Clerk, Cllr J Langley, and Cllr CA Allan. Cllr CA Moore offered to volunteer if more are required. **All in favour**
 - j) To consider having MB Pests on a retainer at £30 per allotment site per month. Details in agenda pack. . Trial for 1 yr to access if cost effective and office to retain information from monthly reports. £720 include in budget. Cllr C Giles proposed the above, Cllr N Allingham seconded, **All in favour. Action Admin**

i) Bell Street –

- a) To receive update on new allotments rented and waiting list - **None let, 13 people on waiting list. No evictions.**
- b) To receive inspections update. **Letters generated and sent out by AA following inspection.**
- c) Purchasing Locks /dog bins. Briefly discussed, **include in next meeting for further discussion.**
- d) To consider allowing Plot 43 to plant Fruit trees. **All in favour**
- e) To note the cost of the clearance of allotments 32 & 33 as £458.33 + VAT **agreed by committee.**

ii) Dewey's Lane –

- a) To receive update on new allotments rented and waiting list - report in agenda pack. **1 lot to be re-let , 10 people on waiting list. No evictions.**
- b) To receive inspections update. **Letters generated and sent out by AA following inspection.**
- c) To receive report on repairs to fence. (Phil was dealing with this and I cannot find the email to give more detail, can anyone help with more information?) **No issues found.**

037-21/22: 5. Jubilee Garden –

- a) To consider a planting of a tree to commemorate the Queen's Platinum Jubilee. See RLE minutes in agenda pack. 1 allocated to do this, mark it with a plaque. **Action Admin**
- b) To consider planting of 10 trees to the rear of the gardens. See RLE minutes in agenda pack. Using 1 of these for above a) Plant remaining 9 at the rear of the gardens. **All in favour.** Office to get cost from contractor.
- c) To consider reopening after receiving requests from members of the public. Re-open for 1 month on a trial basis until clocks change. **All in favour. Action Admin**

038-21/22: 6. Car Park/Toilet –

- a) To note new lights, work now completed. Needs Monitoring. Work not completed as stated. Outside light staying on contractor will complete work by 1st October. Clerk confirmed 3 abandoned vehicles reported to WC, Cllr CA Allan will share info with office, WC asked LTC to put a sign on abandoned vehicles first and to collate information for further vehicles to report. **All in favour.**

039-21/22: 7. Cemetery –

- a) To consider backfilling and turfing of sunken and raised 11 grave Plots. **All in favour.**
- b) To consider Garden of Remembrance fencing quote. 1 quote received for £6,800.00 to supply 1m X 2m fencing and install, plus an additional £540.00 to have powder coating applied, £7,340.00 in total. Cllr N Allingham proposed the above Cllr M Giles seconded, **All in favour.**
- c) To Consider retention of 3 Roses Bushes. Only 2 rose bushes but not good so remove and replace. **All in favour.**
- d) To consider policy on Redundant Headstone Markers (wooden crosses). Agreed to request stone mason to discuss with the family to discuss arrangements for removal of wooden cross options. **All in favour. Action Office**

040-21/22: 8. Anti-Social Behaviour – None

041-21/22: 9. To discuss budgets for 2022-2023. – any projects? Increase budget for rats on allotments as discussed £720.00, increase for water troughs for allotments, costings in for next meeting. CCTV, £2000.00. Cllr CA Moore discussed carpark toilets, create a vertical community garden on the toilet building, working with schools, Cllr CA Moore will investigate.

042-21/22: 10 Agenda Points to be discussed for next month. Locks on allotments gates. Increasing deposit to £100 per allotment for new tenants.

There being no further business to discuss the meeting was closed at 8.33pm

Date of next meeting was confirmed as Tuesday 16th November 2021

Signed.....

Date.....