

LUDGERSHALL TOWN COUNCIL



Minutes of the Allotment, Cemetery and Car Park Committee meeting held on 19th October 2021 at 7pm at the Council Chambers, Memorial Hall, Andover Road.

Present: Cllr J Langley, Cllr C Giles, Cllr M Giles, Cllr CA Allan, Cllr G Paine.

Public: none

AGENDA ITEM

043-21/22: 1. Apologies – Cllr N Allingham, Cllr CA Moore. **Apologies accepted.**

044-21/22: 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.**

045-21/22: 3. Minutes of previous meeting held 21/09/2021 – Having considered the minutes, **Cllrs Resolved to accept the minutes of 21st September 2021 as read, which the chair then signed as a true and accurate record.**

046-21/22: 4. Allotments –

Cllr M Giles delivered an update on increasing water supply and more draw off points Cllr M Giles will continue to review current plumbing and pipework and what options are available without compromising the existing supply pressure. Software management package to simplify the management of both allotment sites for Cllrs and the LTC office, a vote was taken to move forward with the purchase at a purchase price of £520.00 with the additional annual support and maintenance package for multi 5 users at an additional cost of £172.00 per year **all agreed.** Cllr JJ Langley proposed to accept the quote, Cllr CA Allan seconded. **All in favour.** The quote received for new signage re dogs on allotments at a cost of £145.00 + £29.00 VAT, total cost £174.00 for 4 signs at A4 size from Re-design fitted to the fencing. Cllr J Langley proposed to accept the quote Cllr M Giles seconded, **All in favour.**

i) Bell Street – Update on new allotments rented and waiting list – 32&33 let since last report, 14 people on waiting list. No evictions. No empty plots. Inspection's update. Letters generated and sent out by AA following inspection. One 2nd letter sent.

ii) Dewey's Lane – Update on new allotments rented and waiting list - Pot 29 has been re-let, 9 people on waiting list. No evictions. No empty plots. Committee voted to overrule Cllr J Langley on allotments 4 and 4a and go ahead with the eviction following all 3 letters sent and work to coincide with the rules has not been carried out. **All in favour Action: AA** Inspection's update. Letters generated and sent out by AA following inspection. Three 2nd warning letters sent out, one eviction letter sent to tenant covering 2 plots.

047-21/22: 5. Jubilee Garden – Review the opening of the Jubilee gardens, no issues have been reported. Agreed for the garden to remain unlocked and continue to monitor. Update on costings to plant the trees. Two quotes received, Treetechnique £375+VAT total £468.75 Gavin Jones £296.00+VAT total £370.00 Cllr M Giles proposed Gavin Jones, Cllr G Paine seconded, Cllr CA Allan proposed Treetechnique Cllr C Giles seconded, **Cllr J Langley voted Gavin Jones, Action; AA to contact Gavin Jones to confirm.**

048-21/22: 6. Car Park/Toilet –

To note issue with inside lighting. The lights are now on constantly, not censored as required. Cllr J Langley Proposed to find a new electrician based on the current contractor receiving payment when the issue continues. Contact local electricians to secure an electrician who will be more reliable and available. **Action: AA to arrange.** To note the leak reported and the stopcock not functioning, The Town Clerk did have this looked at, Cllr M Giles advised if the same company does not return within 7 days to complete work required, to bring in another company sourced by the AA. Cllrs directed the AA to source a local plumber to secure them to cover LTC needs who will be more reliable and available. Source a Plumber to assess the repairs needed and if an electrician is also required this can be actioned by way of marking the issues as repaired and complete. **Action; AA to arrange.**

049-21/22: 7. Cemetery –

The damage to the gates, a repair is required on the gates in front of the skip. It was said that Cllr N Allingham has offered to carry out the repair, Cllr CA Allan highlighted that this is against the rules where Cllrs are not able to carry out works themselves. Contact AG&G to deliver a quote to carry out the repair. **Action: AA to arrange.** Rose bushes, who would the committee like to approach for replacements. David Austin Rose (Romsey Garden centre sells quality rose bushes) Purchase a rambling rose x 4 £25 each £100.00 in total. **All agreed. Action: Lead; Cllr CA Allan to arrange.**

050-21/22: 8. Budgets- Cllr M Giles feels 2k is inadequate to cover the water troughs costs, this needs to increase to 4k. Requested to have a plumber come out to give a quote, concerned at the distance from the tap to requirements. **Action; AA Lead with Cllr G Paine.** Cllrs challenged the reason for the reductions made to toilets/janitorial, planters and gardens, Cllrs would like to discuss with the Town Clerk. Cllr G Paine proposed that the budgets are not accepted. Cllr C Giles seconded, **All in favour.** Cllr J Langley explained her reasons for increasing the allotments precept, this is to cover the cost of clearing plots ready for re-let. The cleaning contractor was discussed to cancel the contract based on them being in breach of their contractual requirements therefore there is no need for the 3-month notice period to be triggered. The office to request tenders from other companies Cllr M Giles proposed to end the Camile contract fully including both the office and the public toilets, Cllr CA Allan seconded **All in Favour. Action: AA**

051-21/22: 9 Agenda Points to be discussed for next month.

- Software package for Cemetery and in office Asset Management Package.
- Include the break down and explanation of the budget document.
- Plumber for the allotment, discuss the outcome.
- New plumbers and electrician's outcome.
- The placement of a clothing bank in St James Street carpark to support air ambulance.

There being no further business to discuss the meeting was closed at 8.00pm

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

Signed.....

Date.....