

LUDGERSHALL TOWN COUNCIL



Minutes of the Allotments, Cemetery & Car Park committee held on Tuesday 15th January 2019 in the Town Council Office at 7.00pm.		
Present:	Cllr J Langley in the chair	Cllr J Hollis
	Cllr O White	Cllr B Dance
	Cllr N Allingham	Cllr V Dixon
	Cllr AKJ Pickernell	Cllr M Giles
	Cllr C Giles	
	<u>Agenda Item</u>	<u>Action</u>
101/18-19	1. Apologies – none	
102/18-19	2. Declaration of Interest – none	
103/18-19	3. Minutes of previous meeting held 18/12/18 – The Clerk reported that two quotes have been obtained to repair the gate at Bell Street allotments - Coronation Road end. £30 quoted by both contractors. Decision to be discussed under agenda point 10 Preferred Contractor. It was reported that the floodlight in the car park has stopped working. The Clerk contacted the Contractors who fitted it in November 2017. Clerk to report back at next meeting. Cllr O White noted the Car Park sign has been installed and the committee are pleased with it.	Clerk
104/18-19	4. Allotments – <u>Bell Street –a) Rat update</u> – Plot 10 have removed their ducks and are moving the chicken run to another position on their plot. Cllrs will inspect at the end of January 2019 and if the previous requests have not been fully complied with an eviction notice will be served on 1 st Feb 2019. Complaints have been received from several plot holders regarding Plot 19a having rats, rubbish and a sofa chair dumped on it (although when the Clerk went to have a look no sofa chair could be seen). The Committee agreed to go and inspect this Plot at the end of January also. Admin will issue a warning regarding rats and it will be stated that if a Pest Controller has to be called in it will be charged to the Tenant, not the Council. Additional reports have been received from residents regarding rats in the gardens of houses in Elm Close and Maple Crescent. The Committee resolved that there is nothing they can do other than manage the plot holders (strict guidelines are in place). The	Admin

	<p>residents were advised to call Wiltshire Council Pest Control and/or contact a private Contractor. b) Low fencing – end of Plots 1-3 – The tenant of Plot 1 had reported that last year someone had stepped over the low fence at the end of the Plot and cut the guy ropes on a pop up Greenhouse and took it (this wasn't reported to the Police as it should have been). As a consequence the plot holder would like the Council to consider putting in a higher fence at the end of Plots 1-3. The Committee discussed and did not agree to this. Clerk to advise the tenant of Plot 1 of the decision. c) Tenant leaving Plot 2 – The tenant is moving away at the end of February and wants to keep the allotment until then. The Clerk worked out that the fee would be £6.50 for 2 months, or should we charge for 6 months or waive the rental cost ? The Committee resolved to waive the charge as the tenant has been there for 29 years with no issues. Clerk to advise plot holder accordingly. d) Anti-social behaviour – A report has been received of drunken behaviour near Plot 19. The Committee agreed that this is a Police matter and the Clerk stated that this was the advice given. e) Update on new allotments rented and waiting list – Cllr J Langley updated the Committee with the relevant information as provided by the Admin Assistant. The Clerk advised the Committee of the upcoming SSE works taking place at the rear of 189 Andover Road. The access route is through the path alongside plots 33-39 and all affected plot holders have been written to. The works are due to take place during the week of 14/1/19 and will take about one week or so to complete. The Committee were also informed of tenants who have not paid their rent to date for 2019 – as 14 days have passed they will be issued with a warning that non-payment will lead to eviction notices by the Admin Assistant.</p> <p><u>Dewey's Lane</u> –</p> <p>a) Allotment Review – no review until March.</p> <p>b) Update on new allotments rented and waiting list – Cllr J Langley updated the Committee with the relevant information as provided by the Admin Assistant. The Committee also discussed Plot 34 and agreed that cultivation is difficult due to its location but it needs to be kept in good order. Admin to write to tenant to request that is tidied to a reasonable standard (not cultivated). The Committee were also informed of tenants who have not paid their rent to date for 2019 – as 14 days have passed they will be issued with a warning that non-payment will lead to eviction notices by the Admin Assistant.</p>	<p>Clerk</p> <p>Clerk</p> <p>Admin</p> <p>Admin</p> <p>Admin</p>
105/18-19	5. Jubilee Garden – no reports of Anti-Social behaviour	
106/18-19	6. Centenary Garden – nothing to report	

107/18-19	<p>7. <u>Car Park/Toilets</u> -</p> <p>a) Inside gratings in toilets – the Clerk advised that quotes had been received to remove, clean and replace the inside gratings, the outside gratings and to do both. The quote received from the Contractor was £85 each for inside/outside or £155.00 to do both. The Committee agreed to go ahead with having both sets of gratings cleaned. Clerk to agree through Finance Committee and then advise the Contractor.</p> <p>b) Anti-social behaviour – It has been noted that there is what appears to be human excrement on the path between The Crown and the back of the toilet block. There are also drug deals taking place there just after 3pm. The Clerk reported that the Police have been informed and will monitor the situation.</p>	Clerk
108/18-19	<p>8. <u>Cemetery</u> –</p> <p>a) Overgrown Shrubs around skip – The Clerk obtained quotes for cutting back the shrubs and the Committee resolved to go ahead with the Grounds Maintenance Contractor’s Option 1 at a cost of £46.76 + VAT. Clerk to agree in Finance meeting and then instruct Contractors to proceed. b) Gate broken by skip – The Clerk noticed that the gate doesn’t close properly in front of the container/skip in the Cemetery. It was discussed and agreed that the gates have warped/dropped over time and that there are 2 holes in the ground for the bolt. It was agreed that the best way forward is to add wheels to the bottom of the gates for ease of manoeuvre but that this can be looked at again next year. Clerk to add to diary for next year and get preferred contractor to quote for wheels to gate. c) Garden of Remembrance – The Clerk received a report that the Garden of Remembrance looks untidy and that the stones are placed too closely together. This was discussed and the Councillors felt that this was the case when the first row went in, but now the space between the stones is adequate and the Garden as a whole is well kept. d) Coloured Stone memorials – A family member who is having their relative interred in the Garden of Remembrance has asked if they can place a red granite stone as a memorial. The rules state nothing about the colour of the stone so the Committee resolved it was fine for there to be a coloured stone. Clerk to advise enquirer of the decision.</p>	Clerk Clerk Clerk
109/18-19	<p>9. <u>War Memorial/Planters</u> – Cllr V Dixon & Cllr O White to get together soon to arrange plant ordering.</p>	
110/18-19	<p>10. <u>Preferred Contractor</u> – This was discussed out of order in the agenda. The Clerk had been asked to obtain hourly rates for general maintenance work on behalf of the Council. 3 quotes were obtained from local tradesman – 2 quoted £25 per hour and one quoted £24 per hour. The Councillors discussed and decided that the work should be given to the Contractor who is known to the Council and has done good</p>	

	work for them before (Beechfields). This decision was proposed by Cllr C Giles, seconded by Cllr O White and all other Councillors agreed. Clerk to take quotes to the RLE meeting and discuss with the Committee. At this point agenda point 3 was discussed and the Committee agreed that the repair of the gate at Coronation Road should go to the preferred Contractor. Clerk to notify after the F&P meeting.	Clerk Clerk Clerk Clerk
111/18-19	11. <u>Agenda points to be discussed for next month</u> – • Second Container	

There being no further business to discuss the meeting closed at 7.50pm. The date of next meeting will be **Tuesday 19th February 2019**.

Signed.....Date.....