

# LUDGERSHALL TOWN COUNCIL



<b>Minutes of the Allotments, Cemetery &amp; Car Park committee held on Tuesday 16<sup>th</sup> April 2019 in the Town Council Office at 7.00pm.</b>		
<b>Present:</b>	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	
<b>Representative:</b>	Sarah Pollard – Garden club	
	<u>Agenda Item</u>	<b>Action</b>
<b>133/18-19</b>	<b>1. Apologies</b> – none	
<b>134/18-19</b>	<b>2. Declaration of Interest</b> – none	
<b>135/18-19</b>	<b>3. Minutes of previous meeting held 19/3/19</b> – The Tree Survey quotes were discussed at this point. The quotes to complete the works required from the Survey carried out in March 2018 were considered (4 quotes received) and the quote from Tree Technique for £1450 + VAT = £1740.00 was proposed by Cllr J Langley, seconded by Cllr B Dance and all in favour. This will go through the F&P Committee first and then Admin can instruct Tree Technique to go ahead.	Clerk Admin
<b>136/18-19</b>	<b>4. Allotments</b> – Composting Toilets – The Committee considered the request from an allotment holder to install a composting toilet on the allotment plots. Admin was advised that this was considered a few years ago. The Committee looked at the cost of composting toilets and also Portaloos and talked about the cost of installation and the general maintenance. It was agreed that at this time it is not something the Council can commit to. <b>Bell Street – a) Inspection Reports</b> – Cllr V Dixon updated the Committee with the findings of the inspection carried out on 8/4/19. 6 ploholders will be receiving warning letters. <b>b) Update on new allotments rented and waiting list</b> – Cllr J Langley updated the Committee with the relevant information as provided by the Admin Assistant. <b>c) SSE works state of path/turning point</b> – There has been a complaint received from a ploholder in relation to the state of the path alongside plots 33 – 37 and the turning circle. Admin showed the Committee some photos that have been taken and the committee requested that Admin ask Beechfields to go and erect a temporary fence	Admin  Admin

	<p>using the orange netting fence and stakes that are in the Container. Cllr O White asked Admin to request a copy of a map from SSE detailing where the cables are located under the ground – Admin confirmed this has already been received and is in the office. Cllr J Hollis asked Sarah Pollard if an item can be added into their Newsletter to advise that the Council are generally unhappy with the general state of the allotments and the amount of non-garden waste that is stored on them.</p> <p><b><u>Dewey's Lane</u></b> –</p> <p><b>a) Inspection Reports</b> - Cllr V Dixon updated the Committee with the findings of the inspection carried out on 8/4/19. 9 ploholders will be receiving warning letters. <b>b) Update on new allotments rented and waiting list</b> – Cllr J Langley updated the Committee with the relevant information as provided by the Admin Assistant. <b>c) Fence at plot 34 and tree survey</b> – Admin updated the Committee on the quote received from Rob Whiting to remove the existing fence, netting, tree branches etc and clear the fence line around plot 34 - £500 + VAT. The cost to erect a new 4ft chain link fence is £2450 + VAT. The cost of gates is £690 each + VAT. Cllr M Giles asked Admin to confirm how long the quote is valid for. Admin went on to advise that there have been issues getting Gavin Jones to come and survey the trees on that site (they were omitted from previous Tree Surveys). Much discussion was entered into and it was agreed that Admin will check with Land Registry if the land beyond Plot 34 is registered to a Mr Gale as this area was formerly owned by LTC. We also need to re-iterate to Gavin Jones that they either come and have a site meeting with us or we go elsewhere – they are quoting over £1K to survey a completely unknown number of trees that cannot be established from an aerial map.</p>	<p>Sarah Pollard</p> <p>Admin</p> <p>Admin</p> <p>Admin</p> <p>Admin</p>
137/18-19	5. <b><u>Jubilee Garden</u></b> – nothing to report.	
138/18-19	<p>6. <b><u>Car Park/Toilets</u></b> – a) <b>CCTV Revised quotes</b> – Admin had circulated, prior to the meeting, 2 revised quotes for the installation of CCTV in the car park on a retractable pole with 4 cameras. The Council considered both quotes from RR Security Ltd and Premier Fire Security. The quote from Premier was agreed by the Committee at £4795.00 and it was also agreed to add a 4G router in the toilet block to allow remote viewing of footage at a cost of £395.00 for installation and the first year of data up to 4GB. Admin to notify Premier Fire Services once agreed through the F&amp;P Committee. <b>b) Urinal waste pipe clearance – Quotes received</b> – Admin advised the Committee that 3 companies had been requested to quote to clear the blocked urinal waste pipe and only 2 had provided quotes to us: Happy Drains and Drains Clean. The Committee considered the quotes and Drains Clean was chosen at a cost of £90 per hour for the hour plus VAT. They also confirmed that most jobs are completed within an hour. Admin to instruct once agreed through F&amp;P Committee. Cllr M</p>	<p>Admin</p> <p>Admin</p>

	Giles also advised the meeting that there is car parked in the Car Park covered in For Sale signs – he will be calling the number listed in order to get them to remove the car.	
<b>139/18-19</b>	<p><b>7. Cemetery – a) Additional Field hedge quote</b> – Admin provided the additional quote requested in last month’s meeting ‘to trim back the hedge next to the field’. The new quote is from Tree Technique for £1554.00 including VAT which was then accepted by the Committee. Admin to instruct once agreed through F&amp;P. <b>b) Use of Skip</b> – It has been noted that everyone is using the skip again and it should only be for our Contractors. Discussion centred on how to stop use by residents and Cllr N Allingham suggested we could ask Premier Fire Security for a solution. Admin to contact Premier Fire Solutions. Another suggestion is that the tap is moved outside the gates – Admin to look into once we have a Preferred Plumbing Contractor. <b>c) Headstone Inspections</b> – This will be put back onto the agenda in July. <b>d) Wheels on gates</b> – The Committee discussed the quote received from Beechfields to add wheels to the Cemetery gate. Cllr M Giles proposed that instead of adding wheels to the bottom of the gates that are in a poor state of repair that we get quotes for new gates. This was seconded by Cllr B Dance and all in favour. Admin to source 3 x quotes. <b>e) Paving slabs – marking Reserved Graves</b> – Admin asked if anyone on the Committee has any small paving slabs we can use to mark the reserved graves? Committee advised to contact Andover Patio Centre.</p> <p><b>f) New bin and rubbish collection/clearance</b> – Admin advised the days that the Contractor currently empties the rubbish bins and asked if the Committee want to amend those. The Committee would like to have the Cemetery bin emptied on a Monday and Friday, The Car Park bin does not need doing and the Gardens just once a week. Admin to notify the Contractor. They do not feel that an additional bin is needed in the Cemetery.</p>	<p>Admin</p> <p>Admin Admin Admin</p> <p>Admin</p> <p>Admin</p> <p>Admin</p>
<b>140/18-19</b>	<b>8. Anti-social behaviour</b> – 3 x incidents reported to the office by the Contractor and all cleared by him.	
<b>141/18-19</b>	<b>9. War Memorial/Planters</b> – Cllr V Dixon advised that she has spent 2 or 3 hours clearing weeds from the planters and Centenary Gardens, but the Gardens are full of weeds so need more work which she will be attending to. She and Cllr O White have lots of new plants to go in over the next month or so.	
<b>142/18-19</b>	<b>10. Agenda points for next meeting</b> – Gavin Jones Contract	

There being no further business to discuss the meeting closed at 7.57pm. The date of next meeting will be **Tuesday 21st May 2019.**

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