

LUDGERSHALL TOWN COUNCIL



Minutes of the Allotments, Cemetery & Car Park committee held on Tuesday 17th April 2018 in the Town Council Office at 19-00pm		
Present:	Cllr J Langley in the chair	Cllr B Cordery
	Cllr O White	Cllr V Dixon
	Cllr N Allingham	Cllr B Dance
	Cllr AKJ Pickernell	Cllr C Giles
	Cllr M Giles	
Representative:	Mrs H Walkling (Garden Club)	
Public:	1 member of the public	
	<u>Agenda Item</u>	<u>Action</u>
112/17-18	1. Apologies –None.	
113/17-18	2. Declaration of Interest – None.	
114/17-18	3. Minutes - of the previous meeting had been approved at 10th April 2018 Full Town Council. The Clerk confirmed that the sunken graves had been brought back up to the correct level, and that the crown from the railings of the Ludgershall Cross is indeed with English Heritage and has been put on their to do list. Cllr O White asked if the Bell Street fence had been mended, Clerk will contact the contractor.	
115/17-18	4. Allotments – Allotment review postponed due to inclement weather -will resume the first 2 weeks in May. Bell Street - a) Update on vacant plots – 2 plots have been let this month and 1 returned, this has been offered to the one person on the list. b) Bollard at Bell Street Gates - update – The Clerk showed the committee a number of different bollards, the committee agreed on a Galvanized Steel (Red) Lift Out and lockable bollard costing £132.24 + VAT. Clerk to order. Clerk to contact local builders (Oakbank) for installation of the bollard. Dewey's Lane – a) Update on vacant plots – 4 plots have been let this month and 1 is vacant, the next person on the list has been informed. A ¼ plot has been returned, the committee discussed and decided to offer this to the holder of the adjoining ¼ plot, Cllr V Dixon proposed, Cllr C Giles seconded, carried. Clerk to sort paperwork.	Clerk Clerk
116/17-18	5. Jubilee Garden – a) Anti-Social behaviour problems – update – 1 drug paraphernalia has been found and cleared, no other issues reported.	
117/17-18	6. Rose Garden – a) Fence struts broken – Clerk to find out who owns the fence against Perham House, which needs repairing.	Clerk
118/17-18	7. Car Park/Toilets – a) Signs – update - sign referencing height of	

	carpark barrier is now completed. The Clerk showed the committee photos of the leaning pole in the Car park (this has rusted), Clerk to source new pole. b) Update on hand wash machines – Clerk reported that the new hand washers will have a 12 month guarantee with free maintenance and the following year will have been paid for already from this year’s maintenance. The committee were happy with this and agreed to put forward to Finance to agree payment of £4,495.66, this could come from either Rolling Capital Funds or the Earmarked funds for the Carpark in case of a sink hole. Once ratified at FTC Clerk will order.	Clerk Clerk
119/17-18	8. Cemetery - a) Broken Bollard update – The Clerk showed the committee a number of different bollards, the committee agreed on a Galvanized Steel (red/white) concrete costing £236.49 + VAT along with 2 static ones costing approx. £50 each. Clerk to order. Clerk to contact local builders (Oakbank) for installation of the bollards. b) Headstone inspections - the Clerk explained that a survey should be done annually, these inspections will form a risk-based approach identifying materials, and future decay, and will form a Risk Assessment to be used ongoing. The Clerk is working on the content of the forms for Cllrs to use whilst taking the survey. Clerk will put on the next agenda. c) The Clerk then spoke about the government’s decision to waive child burial and cremation costs, she is waiting on confirmation on how the Cemetery management handles this.	Clerk
120/17-18	9. War Memorial – nothing to report.	
121/17-18	10. Planters – nothing to report.	
122/17-18	11. Tree Survey – results and actions – The Clerk had circulated the survey prior to the meeting, the committee discussed. Cllr B Dance & Cllr M Giles will take a look at the more urgent trees next week. The committee will then have to advise what works they wish to go ahead with at the next meeting.	
123/17-18	12. Small Works Contract renewal – the committee discussed and altered the contract works, Clerk will change as necessary. Clerk will contact Odd Job Barry and let him know that LTC requires a quote for the hourly rate for this work.	
124/17-18	13. Date of next meeting – 15th or 22nd May – this month is an anomaly and has 5 Tuesdays – the committee discussed and agreed to keep to the 3rd Tuesday 15th May 2018.	
125/17-18	14. Agenda points to be discussed for next month –	

There being no further business to discuss the meeting closed at 8.00pm. The date of next meeting will be 15th May 2018.

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