

# LUDGERSHALL TOWN COUNCIL



<b>Minutes of the Allotments, Cemetery &amp; Car Park committee held on Tuesday 17<sup>th</sup> October 2017 in the Town Council Office at 19-00pm</b>		
<b>Present:</b>	Cllr J Langley in the chair	Cllr C Giles
	Cllr O White	Cllr V Dixon
	Cllr N Allingham	Cllr A Pickernell
	Cllr M Giles	Cllr B Dance
	Cllr B Cordery	
<b>Representative:</b>	Mrs H Walkling (Garden Club)	

	<u>Agenda Item</u>	<u>Action</u>
	The Clerk introduced Mrs Walkling to the committee.	
<b>47/17-18</b>	<b>1. Apologies</b> – none.	
<b>48/17-18</b>	<b>2. Declaration of Interest</b> – (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.	
<b>49/17-18</b>	<b>3. Minutes</b> - of the previous meeting had been approved at 10th October 2017 Full Town Council.	
	A short explanation on how the committee works was given to Mrs H Walkling by Cllr J Langley	
<b>50/17-18</b>	<p><b>4. Allotments - a) Rules Amendment</b> – Cllr V Dixon pointed out that although the rules had been updated they needed to include mention of the Deposit system that will start in January 2018. Clerk to update rules.</p> <p><b>b) Renewal Letter</b> - The Clerk asked Mrs Walkling to confirm when the Garden Clubs Membership renewal evening would be and start time, and asked if it was still ok for LTC to have a representative there to collect allotment renewal fees. Mrs Walkling to confirm. The Clerk showed the committee the proposed renewal letter, the committee agreed once times &amp; dates confirmed that the letter would be ready to go out. The committee wanted a copy emailed to them for information.</p> <p><b>Bell Street – a) Monthly report</b> – Cllr V Dixon and the Clerk updated the committee re plot holder’s letters that had been sent and discussed with the committee which plot holders need further correspondence or new cases where rules have been contravened. All were happy with action taken. Clerk to send correspondence. <b>b) Trees down side of track</b> –</p>	<p>Mrs H Walkling</p> <p>Clerk</p> <p>Clerk</p>

	<p><b>Update</b> – Clerk awaiting quotes. <b>c) Missing plot numbers</b> – Men’s’ Shed will be supplying the council with 6 new Plot numbers. <b>d) Clearance of end of Bell Street</b> – The caretaker has cleared. <b>e) Fence at Bell Street – update</b> - Clerk awaiting quote to repair, committee said to ensure the fence does not cover the manhole for reading the water meter.</p> <p><b>Dewey’s Lane</b> – <b>a) Monthly report</b> – The committee discussed, letters will be going out to plot holders who have contravened the rules, Clerk to action. Cllrs were worried about the appearance of an electric fence, the rules have been changed to say no electric fences. The committee discussed, clerk to write to plot holder and ask him to remove it.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
51/17-18	<p><b>5. Jubilee Garden</b> – <b>a) Anti-Social behaviour problems</b> – Update as the Jubilee Gardens have been shut there has been none reported by the caretaker. Cllr J Langley has looked at the chain link fence at the back of Jubilee Gardens and this does in fact need stretching/straightening. Clerk to get Quote for works.</p>	<p>Clerk</p>
52/17-18	<p><b>6. Rose Garden</b> – Cllr J Langley thanked Cllr V Dixon and her husband for weeding and clearing the Rose Garden. Cllr O White suggested that the committee think about the cost of landscaping the Rose Garden in conjunction with the Great War Commemoration Group proposal and reminded the committee that monies are earmarked for a Pillar Clock which could be put here. The Committee discussed there could be a need for planning permission so this must be kept in mind and to wait until after the GWCG’s next meeting before discussing further.</p>	<p>Clerk</p>
53/17-18	<p><b>7. Car Park/Toilets</b> – <b>a) Signs</b> – ongoing. <b>b) Hygiene Bins</b> – Cllr O White stated that these are essential under the Health &amp; Safety at Work Act. Clerk had a quote from South West Hygiene (not many companies provide for public toilets) - £290 plus VAT for 5 units to be serviced 4 weekly. The committee felt this was very reasonable, Cllr J Langley proposed to get these put in place, Cllr C Giles seconded, carried. Clerk to accept quote. The Clerk is awaiting quotes for the flood light shining on to the carpark. The cleaner has reported that the light at the entrance to the ladies toilet has gone, that the inside light was intermittent and that in the gents one toilet was blocked. Cllr B Dance will take a look at toilet, Cllr N Allingham will check what is needed for the lights.</p>	<p>Clerk</p> <p>Clerk</p>
54/17-18	<p><b>8. Cemetery</b> - <b>a) Trees lining entrance road</b> – Update – the committee wondered if the correct trees were being used and asked Clerk to find out if Rosebourne Garden Centre could do a soil check, and to get a couple more quotes for work. <b>b) Laurel Hedge Cutting</b> - There had been a concern that the Laurel hedge on the left side of the entrance road had not been cut properly, Clerk had checked with Grounds Maintenance and they were due to go back to finish the job imminently. <b>c) Levelling of graves</b> – Clerk has asked for confirmation of which graves will be levelled and will put a notice on the board at the entrance to the Cemetery.</p>	<p>Clerk</p> <p>Clerk</p>
55/17-18	<p><b>9. War Memorial</b> - <b>a) Cleaning update</b>- Cllrs expressed their concern that</p>	

	the cleaning had not been done to a high standard and asked the Clerk to write to the War Memorial Trust to ask their opinion and if need be to come and take a look. <b>b) Ludgershall Cross</b> – the Clerk said that a couple of residents have asked if the moss on the ground surrounding the cross could be cleaned. Committee stated in the past they had asked English Heritage, Clerk to ask for permission again.	Clerk  Clerk
<b>56/17-18</b>	<b>10. Precept for 2018/2019</b> – The Clerk stated that LTC can earmark some monies if a sink hole appears in the carpark, the committee decided £5000. The committee also wanted to increase the budget for the planters and increase a little for allotments and to have some monies ready for the Rose Garden, totaling £2100. Clerk to take forward to budgeting.	Clerk
<b>57/17-18</b>	<b>11. Agenda points to be discussed for next month</b> (For information only) - Cllr B Dance asked the clerk to add to November’s agenda Carpark charges/permits. The Clerk asked Cllrs if they had time to do some research on this prior to the next meeting. - Mrs H Walkling asked for an agenda point to discuss sharing the cost of the Scout Hall on renewals night.	Clerk

There being no further business to discuss the meeting closed at 8.45pm. The date of next meeting will be Tuesday 22nd November 2017.

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