

LUDGERSHALL TOWN COUNCIL



Minutes of the Allotments, Cemetery & Car Park committee held on Tuesday 19th March 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	
Representative:	Sarah Pollard – Garden club	
	<u>Agenda Item</u>	<u>Action</u>
123/18-19	1. Apologies – none	
124/18-19	2. Declaration of Interest – none	
125/18-19	3. Minutes of previous meeting held 19/2/19 – no points raised, all agreed.	
126/18-19	<p>4. Allotments – Water supply – The Chair asked Cllr B Dance if he would kindly turn on the water supply at both sets of allotments. He will turn on the water in Deweys Lane now and Bell Street once the SSE works have been completed.</p> <p><u>Bell Street</u> – a) Rat update – Cllr J Langley reported that after the recent inspections there were no sightings of any rats at either plot 10 or plot 19a. Hopefully this issue has now been resolved for now. 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. c) SSE works update - SSE have now finally completed their works and are beginning to re-instate the gravel track through the allotments – Admin read an email to the Committee from the contact at SSE which states that the work is being completed this week and he will attend on 22nd March 2019 to return the key. The site will be checked after works have been completed to check all is satisfactory. d) Date for opening gate – the Committee agreed that the gate will be opened once SSE hand the key back after the works are completed.</p> <p><u>Dewey's Lane</u> –</p> <p>a) Update on new allotments rented and waiting list – Cllr J Langley updated the Committee with the relevant information as provided by</p>	Clerk/Admin

	<p>the Admin Assistant. b) Return of deposit – it was agreed by the Committee that the tenant requesting the return of their deposit should not receive the funds until the plot has been properly cultivated. If the plot was previously in a cultivated state they need to either dig the weeds and cut the grass (including paths next to the plot) to be able to get their deposit returned to them, or we can retain the deposit and action the work required. Admin to check before photos and deal as appropriate, but all future deposit return requests are to go through the Committee. c) Fence at plot 34 and ownership of trees – The Chair and Admin wrote to the plot holder and advised that the Council will look to replace the fence between the footpath and the plot. The Vice Chair and Chair of the Council advised that the Council will actually erect a fence around the entire plot and the access will be from the footpath. If the plot holder requires access from the rear of her property she will need to pay for a gate to be installed, the Council will not pay for this. Regarding the trees, if the roots are within the plot then the trees become LTC's responsibility and we will need to add them onto the LTC's Tree survey. Clerk and Cllr M Giles to go to the plot and mark the trees on a map to get the survey done. If survey advises that work is not required then the Council will not be obliged to carry out the work, however if a resident requests that they are trimmed back (as plot holder has done) then the Office can send a letter with the relevant legal references. If the trees are growing on the footpath then they have no owner as the path/right of way is unadopted.</p>	<p>Clerk/Admin</p> <p>Clerk & Cllr M Giles</p>
<p>127/18-19</p>	<p>5. Jubilee Garden – The Police have requested that due to recent anti-social behaviour that the gardens be locked at night. This was discussed by the Committee and it was strongly felt that the Garden is either open all the time or permanently closed. For the time being it will remain open until such a time as the Police make a formal request in writing.</p>	
<p>128/18-19</p>	<p>6. Car Park/Toilets – Beechfields contract is due for renewal on 1st April 2019. Their proposal includes a 2.4% rise over 2 years and the cost increase is to £770.04 per month. The Committee agreed that this be accepted – Admin to confirm after F&P. a) CCTV – the Committee looked at the quotes provided – only 2 of the 4 companies contacted provided quotes. The Committee decided that any cameras located on the toilet block would be too low, so have asked for new quotes to be obtained with cameras located on a pole in the Car Park – Admin to go back to the companies who have quoted for these. b) Gents Urinal waste pipe – Admin reported to the Committee that Beechfields recently advised that the waste pipe in the Gents Urinal is backing up due to excessive chalk build-up. He believes we need to get a specialist company in to deal with this as industrial strength acid is no longer doing the trick. The Committee agreed to this – Admin to get quotes from</p>	<p>Admin</p> <p>Admin</p> <p>Admin</p>

	Drain Service companies and report back with costings.	
129/18-19	<p>7. Cemetery – a) Field hedge quote – The Committee considered the quote from the Ground Maintenance Contractor to cut the top and side of the hedge next to the field in the Cemetery. The quote is for £2057.24 + VAT, which the Committee found very costly. Admin to get a quote for comparison from Tree Technique and report back next month.</p> <p>b) Cemetery Fees – The fees were considered and reviewed for the period 2019/2020. The Committee agreed that they are comparable with the Table of Parochial Fees and should not be altered this year – Admin to confirm to all local Undertakers and Stonemasons. c) Reduction of Laurel Hedge - the laurel hedge was discussed as Admin went back to the Grounds Maintenance Contractor, as agreed, to challenge their proposed charges. Admin read out the reply from the Contractor which confirms they have agreed to carry out the work as per the contract at no extra cost if the Council would like them to – Committee agreed and Admin to ask them to do so.</p>	Admin Admin
130/18-19	8. Anti-social behaviour – Admin updated the Committee on anti-social behaviour reported since the last meeting. The Police are dealing with matters directly at present hence the small number on the report of late.	
131/18-19	9. War Memorial/Planters – Cllr V Dixon & Cllr O White have ordered plants and Cllr V Dixon has a greenhouse full of plants that are nearly ready. £21 Petty Cash was requested for potting materials. Clerk to sort. Cllr J Langley also thanked Cllr White and Cllr Dixon for doing the planters on behalf of the Council.	Clerk
132/18-19	10. Agenda points for next meeting – none, however Cllr Langley handed out a list of structures that the Office has for each of the allotments. She asked Councillors to assist in checking these are correct. Cllr N Allingham agreed to check Deweys Lane and Cllr B Dance agreed to check Bell Street.	

There being no further business to discuss the meeting closed at 7.48pm. The date of next meeting will be **Tuesday 16th April 2019**.

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