

# LUDGERSHALL TOWN COUNCIL



<b>Minutes of the Allotments, Cemetery &amp; Car Park committee held on Tuesday 20th August 2019 in the Town Council Office at 7.00pm.</b>		
<b>Present:</b>	Cllr J Langley in the Chair	Cllr N Allingham
	Cllr O White	Cllr B Dance
	Cllr C Giles	Cllr M Giles
	Cllr J McConnell	
<b>Absent:</b>	Cllr B Cordery	
	<u>Agenda Item</u>	<u>Action</u>
<b>025/19-20</b>	<b>1. Apologies</b> – from Cllr AKJ Pickernell the committee resolved to accept these apologies and record under the LGA 1972 Section 99 and Sch 12 para 40.	
<b>026/19-20</b>	<b>2. Declaration of Interest</b> - none	
	Cllr J Langley welcomed Cllr J McConnell to the committee. Also she explained that the Centenary Garden had won the Commercial Gardens in Bloom, the shield is on display in the window of the office and there is a £20 Rosebourne voucher to be used. She said thanks to Cllrs J McConnell, O White & V Dixon for all their hard work and asked how they wanted to spend it. It was agreed that an item in keeping with the garden would be best. Vouchers in office until choice is made.	
<b>027/19-20</b>	<b>3. Minutes of previous meeting held 16/07/19</b> – these were ratified at the Full Town Council meeting held on 13th August 2019, no further points were raised.	
<b>028/19-20</b>	<b>4. Allotments</b> – a) Amendments to wording in Rules – the change of wording regarding livestock and permission, had been circulated prior to the meeting. As the Committee had agreed last month to the change the ruling they were happy with the new wording. The Committee asked the Clerk to write to the plot holder who has complained re this change of rules and remind them that the Town Council has full discretion regarding the Allotments. b) Request from Perham Down resident to be added to the waiting list/s for an allotment – The Committee discussed and agreed, Clerk/Admin to advise resident and take details for the register. c) Cllr J Langley asked if the Committee agreed that once a plot is vacated that the office can arrange to get it trimmed (once the Chair or Vice-Chair has agreed it is necessary). The Committee agreed and this process will be adopted moving forward. <b>Bell Street</b> – a) <b>Inspection reports</b> – Cllr J Langley advised the Committee of the general state of the plots at Bell Street and informed	Admin  Admin/clerk  Admin

	<p>that warning letters had been sent where necessary. <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) Request from plot holder – The</b> Clerk read out an email requesting that 4 tyres be used as plant holders for children on a newly rented plot (the previous tenant had left them there). They also sought permission for a 4 foot solid panel fence around the plot to keep the children safe. The Committee discussed and advised the use of tyres is specifically excluded in the Rules and an open fence is permitted but not a closed one. Clerk/Admin to advise new tenant of decision and that LTC will dispose of the wheels left behind by the previous tenant. <b>d) Quote to Clear overgrown path</b> – the quote to clear the path running at the Coronation Road end of Bell Street Allotments had been circulated. The cost is £61.76 + VAT. The Committee discussed and asked the Clerk/Admin to instruct contractor to go ahead. <b>Deweys Lane</b> - <b>a) Inspection reports</b> – Cllr J Langley advised the Committee of the general state of the plots at Deweys Lane and Admin has sent the necessary 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) Plot 34 Quotes received for tree works</b> – The Clerk advised the Committee that one quote that had been received for the tree works needed. LTC await the other quotes which can be discussed at next month’s meeting. <b>d) Request to split a plot in half</b> – the Committee discussed and stated that when a request for a new plot (half size) is received then LTC will agree to the split. Admin to confirm with plot holder. <b>e) Overgrown hedge</b> – Admin/Clerk had checked the rules and LTC are responsible for this hedge. The committee asked Clerk to get a quote from Gavin Jones (and add to their contract in the future) if under a certain amount to go ahead with the work.</p>	<p>Admin</p> <p>Cllr J Langley/Cllr B Dance</p> <p>Clerk/Admin</p> <p>Admin</p> <p>Admin</p> <p>Admin</p> <p>Admin</p> <p>Clerk/Admin</p>
<p><b>029/19-20</b></p>	<p><b>5. Jubilee Garden</b> - Mock cycle track requested by local child – this had been discussed by RLE and they were worried about ASB and vandalism. A Cllr had suggested using the Jubilee Gardens paths, the committee pointed out that these paths are gravel so not suitable. However, they really liked the idea and felt that they would be behind this being put on the Rec. They asked the Clerk to write to the young girl and let her know that LTC are still looking in to her request, and to investigate if there were any grants/sponsorship available to help with the project. Clerk to identify costs, and funding and bring to FTC.</p>	<p>Clerk/Admin</p>
<p><b>030/19-20</b></p>	<p><b>6. Car Park/Toilet</b> – <b>a) Quotes to clear drain received</b> – quotes had been circulated prior to the meeting, the committee discussed and asked the clerk to engage Drains Clean who have been used previously. Then as part of 5 year plan re look at all the drains in car park. <b>b) Trees next to Crown pub update</b> - Clerk has checked back, any work that was requested was completed a year ago, and there was no mention of cutting down in height or spread. The new shoot spread at the bottom</p>	<p>Admin/Clerk</p> <p>Admin/Clerk</p>

	of the tree will go on Parish Stewards requests.	
<b>031/19-20</b>	<b>7. Cemetery – a) Gates in front of skip/container</b> – a quote was requested however the company declined and recommended Kingsdown Joinery. This quote will be available at next Allotments meeting. <b>b) CCTV Cameras</b> – awaiting quotes.	Clerk/admin
<b>032/19-20</b>	<b>8. Anti-social behaviour</b> – Cllr J Langley advised that there has been 1 incident of antisocial behaviour since the last meeting in the Jubilee Gardens and one empty drug bag found in the Car Park. All were cleared by the Contractor.	
<b>033/19-20</b>	<b>9. War Memorial – a) discuss state of repair</b> – quotes and recommendations received – the Clerk reported that obtaining more than one quote had proved impossible. Admin had contacted 2 previous companies used for quoting previously and a recommendation from the Church to only find that all 3 companies no longer trade, she was pleased that the fourth company recommended has been able to quote. He has taken down all the loose parts and piled at the bottom of the memorial, he quoted for remedial work that would last longer than the previous inadequate repair which would be £1123 + VAT or repair with the proper molding and natural bath stone for £3766.00 + VAT the committee discussed and asked the Clerk to confirm the latter. They also agreed to the terms of 50% deposit up front and a further 40% a week before completion. The committee asked the Clerk to engage the contractor as a matter of urgency and Health & Safety. <b>b) Poppy Wreaths – removal</b> – the committee discussed and Cllr M Giles will arrange.	Clerk/Admin  Clerk  Cllr M Giles
<b>034/19-20</b>	<b>10. Agenda Points for Next Month</b> – Budgets for Precept – Allotment Rent for 2021.	

There being no further business to discuss the meeting closed at 8.02pm. The date of next meeting will be **Tuesday 17<sup>th</sup> September 2019.**

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