

LUDGERSHALL TOWN COUNCIL



Minutes of the Allotments, Cemetery & Car Park committee held on Tuesday 21st May 2019 in the Town Council Office at 7.00pm.		
Present:	Cllr J Langley	Cllr J Hollis
	Cllr O White	Cllr B Dance
	Cllr C Giles	Cllr M Giles
	Cllr AKJ Pickernell	
	<u>Agenda Item</u>	<u>Action</u>
001/19-20	1. Election of Chairman – Cllr J Langley welcomed everyone and called for nominations, Cllr AKJ Pickernell nominated Cllr Langley, Cllr B Dance seconded, there were no further nominations, all in favour, carried.	
002/19-20	2. Election of Vice-Chair – Cllr M Giles nominated Cllr B Dance for Vice Chair, Cllr J Langley seconded, there were no further nominations, all in favour, carried.	
003/19-20	3. Apologies – Cllr N Allingham on holiday, the Committee resolved to accept these apologies.	
004/19-20	4. Declaration of Interest - none	
005/19-20	5. Minutes of previous meeting held 16/4/19 – these were ratified at the Full Town Council meeting held on 14th May 2019, no further points were raised.	
006/19-20	6. Allotments – Firstly, Cllr J Langley advised that as Cllr V Dixon has changed to another Committee, she would like volunteers to help with the monthly plot inspections. Cllr C Giles, Cllr B Dance and Cllr O White all volunteered to assist. It was also agreed that if someone wants to put their name down on the waiting list they can go on both lists. Bell Street – a) Inspection reports – Cllr J Langley advised the Committee of the general state of the plots at Bell Street and it was agreed to send a 1 st warning letter to plot 19, plot 20 is in poor condition but there are extenuating family circumstances, plot 26 will be sent a 2 nd warning letter, plot 36a will have a 1 st warning letter and plot 39 a 2 nd warning letter. Admin to send these. 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. The Committee also considered other requests received from plot holders at plot numbers 16, 1, 41, 36 and 15. The office will write to these tenants to advise them of the decisions reached by the Committee. c) Discuss temporary fence on the turning circle – the Committee agreed that this has worked well, but it has been very dry. It was agreed to leave it for another	Admin Admin

	<p>month to see if the grass will grow back (SSE had seeded the area). d) Fly-tipping - The Committee were informed of the fly-tipping issue as LTC has had to ask the contractor to clear two lots of fly-tipping around the allotments since last month. Deweys Lane - a) Inspection reports – Cllr J Langley advised the Committee of the general state of the plots at Deweys Lane and it was agreed to send a 2nd warning letter to plot 23, a 1st warning letter to plot 26 and a 2nd warning letter to plot 33. Admin to send these. The Committee were also advised that plots 2a and 6 are very untidy but currently have no tenants and it is proving difficult to contact people on the waiting list. It was agreed to remove the existing tenant at plot 33 from the waiting list as they have had 2 ‘reds’ on inspections in April and May. 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. The Committee agreed that an existing plothead on Bell Street can be offered an additional plot on Deweys Lane – Admin to write and offer plots 2a or 6. The Committee also considered other requests received from the plothead at plot 6a which was agreed and the tenant will be written to by the office. There is also a report that the chickens on plot 8a are being let out and are digging the ground and other people’s crops and plants. The tenant will be contacted to advise this is not permitted. c) Fence at plot 34 and tree survey – update – Admin advised that Cllr M Giles is meeting with the tree surveyor at 11am on Friday 24th May and taking him to the site to move this forward. d) Admin also updated the Committee in relation to the vehicle gate entrance – Beechfields have removed the gate and made the area safe. A quote has been provided for £105 to supply a new metal post and postcrete. Labour will be charged at the agreed rate of £25 per hour to dig out and re-install. Cllr M Giles advised it may be easier to hang the gate the other side – Beechfields have been notified of this suggestion. The committee agreed cost of post plus labour, admin to contact Beechfields and accept with the suggestion to use other side as above.</p>	<p>Admin</p> <p>Admin</p> <p>Admin</p> <p>Admin</p> <p>Admin</p>
007/19-20	<p>7. Jubilee Garden – The use of the gardens was discussed by the Committee and it was agreed that as it is used for anti-social behaviour that the gardens will be closed until further notice. A sign needs to be placed on the gate advising why closed etc. Admin to arrange.</p>	<p>Admin</p>
008/19-20	<p>8. Car Park/Toilet – CCTV update – Cllr J Langley advised the Committee that work began on the CCTV system in the Car Park yesterday and will be completed by the end of the week.</p>	
009/19-20	<p>9. Cemetery – a) Gates in front of skip/container – quotes received – Admin appraised the Committee of the costs involved in replacing the gates in either softwood or hardwood – 3 quotes have been obtained from local companies and these range from approximately £3.5K to £6.5K. The Committee considered these and it was agreed that this is a costly exercise and Cllr M Giles suggested Barry Budd should quote as well. Admin to arrange. b) Garden of Remembrance – general state –</p>	<p>Admin</p>

	the Committee were advised that Admin had arranged for Odd Job Barry to tidy the area and cut the grass etc as it was looking very untidy (it is not in Gavin Jones' contract). This will be added into Odd Job Barry's contract moving forward and Admin will advise that a strimmer cannot be used as it will cause damage to the memorial stones. c) Request for ashes to be interred in occupied grave – Admin advised that the office received a request for someone to have ashes buried in a single depth grave that was occupied in 2005. Admin is trying to establish the depth the original grave was dug to and is waiting for a reply as to who the original Director was so this can be checked – hope to report back next month, but in principal the Committee agreed this would be fine.	Admin
010/19-20	10. Odd Job Barry Small Works – The Committee agreed to renew the contract for another year and add in the Garden of Remembrance. The office to advise Barry Ward of this and get the new contract signed.	Admin/ Clerk
011/19-20	11. <u>Anti-social behaviour</u> – 9 x incidents reported to the office by the Contractor and all cleared by him.	
012/19-20	12. <u>War Memorial/Planters</u> – Cllr J Langley wished to extend a vote of thanks to Cllr O White, Cllr J White and Cllr V Dixon for all their hard work in growing and planting in the High Street planters and around the War Memorial. The Committee agreed it looks fabulous. It was noted that 400 plants have gone in around the War Memorial and 150 in the planters.	
13/19-20	13. <u>Agenda points for next meeting</u> – Garden Club update and shed ownership	

There being no further business to discuss the meeting closed at 8.12pm. The date of next meeting will be **Tuesday 18th June 2019**.

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