LUDGERSHALL TOWN COUNCIL



Minutes of Allotment, Cemetery & Car Park Committee held on Tuesday 23 rd June 2015 in the					
Council Office at 7-00pm					
Present:	Cllr Pickernell in the Chair	Cllr Giles			
	Cllr Dixon	Cllr White			
	Cllr Hollis	Cllr Langley			
	Cllr Cordery				
Apologies:	No apologies received				
Absent:	Cllr Dance				

	<u>Agenda Item</u>	Action
14/15	2. <u>Declaration of Interest</u> – Cllr Hollis & Cllr Dixon declared an interest in both the allocation of a vacant allotment plot, Dewey's Lane and shed on Dewey's Lane.	
15/15	3. <u>Minutes</u> of the previous meeting had been circulated and approved at the May 2015 full Town Council meeting and signed. Matters arising – the cost to repair the sun dial in the Jubilee Garden cost £95-19p	
16/15	4. <u>Allotments</u> <u>Bell Street</u> a) Monthly report - Cllr Dixon reported Plot 38a still not been worked on will be repossessed after 10 th July 2015 if no reply. The responses from the combination lock were read out. It was agreed to not go ahead with the combination lock idea. Biddesden Lane entrance gate - it was agreed to get a quote to re-hang the gate. The tree health and maintenance recommendations to cut the hedge at the allotment will require planning permission for the section from the entrance gate down to plot 10, this will be applied for and then a quote obtained for the whole length. <u>Dewey's Lane</u> a) Monthly report – Plot 30b to receive a reminder about the condition of their plot. Use of water bowser –E-mail received from tenant that information regarding the use of their bowser is incorrect and they have offered to demonstrate the filling of it. Cllr Pickernell & Cllr white agreed to meet with the tenant on site and report back to next meeting to discuss how this issue can be resolved. Allocation of vacant plot –e-mail received from existing tenant requesting her husband is allocated this plot. 2 Cllrs declared an interest as they are garden club members & friends. A lengthy discussion a vote was taken on whether or not to allow an allotment plot be allocated to this person	Clerk Cllr Pickernell

who is not currently first on the waiting list. 4 Cllrs voted for, with 1 abstention. A review on the wording of existing Allotment Rules will take place The plot will be let out to the next person on the waiting list. Garden Club Shed – The garden club shed is owned by Ludgershall Town Council and the insurance covers the shed only, contents are not insured. A letter will be sent to the garden club stating this information and requesting a peppercorn rent of £1 per year is paid.	Clerk
clerk reads out the list of trees that Gavin Jones have issued regarding upcoming work that needs to be complete by 2016. The Cllrs have volunteered to form a working party to reposition any tree guards on the list that need attention. Other work that needs completing will be done either by Barry Ward	
6. Rose Garden – Replacing of rose shrubs will commence in the Autumn of	
 7. Car Park – a) Kennet District Council Market Sign – E-mail received from Markets Officer, Wiltshire Council confirming this sign could be removed. The in the car park will be amended with the Ludgershall Town Council sign on the same pole will be repositioned and new contact details added. b) Height Barrier repairs – Access automation have completed the repairs, invoice sent to our insurers but a new height warning sign has been ordered with Solstice, when fitted the barrier can be closed. c) Tree & health maintenance – a quote will be obtained for work to be 	Cllr White Cllr Giles
	Clerk
8. Toilets – a quote from AJK Services Ltd received for replacement of the water heater in the toilets - to supply and install a new water heater and expansion vessel will cost £610-00p + VAT. Cllr Pickernell proposed this	
 9. Cemetery a) – A wooden grave markers have been received, a sample was viewed at meeting, Will Case will now get the plaques engraved and then he has offered to install them in the Cemetery. b) Bark borders it was agreed to order 7 hippo bags of Landscape Mulch at £45.00 + vat, delivery will cost £120.00 from Miles Stone Ltd, so the total cost will be £498.00. Proposed by Cllr Giles, seconded by Cllr Pickernell, carried. c) Tree health and maintenance recommendation – It was agreed to organize a working party to carry out the repositioning of any tree guards that need attention. The other work that is needed will be carried out by a competent professional. The clerk will write a list to each committee of what trees fall under their remit requiring immediate action. 	Clerk
10. War Memorial – The committee agreed the poppy wreaths should be	
removed. It was agreed the wreath stands and railings needed painting so committee will arrange a working party. Cllr White will cost the materials required.	Cllr White
Ctsrtscutaat 27 N J chivcu 18 veccy vhtf vcva H	Club Shed – The garden club shed is owned by Ludgershall Town Council and he insurance covers the shed only, contents are not insured. A letter will be tent to the garden club stating this information and requesting a peppercorn ent of £1 per year is paid. 5. Jubilee Garden – Tree health and maintenance recommendation. – The elerk reads out the list of trees that Gavin Jones have issued regarding upcoming work that needs to be complete by 2016. The ClIrs have volunteered to form a working party to reposition any tree guards on the list that need tittention. Other work that needs completing will be done either by Barry Ward is a works order or by a professional tree surgeon as stated in the survey. 5. Rose Garden – Replacing of rose shrubs will commence in the Autumn of 2015. 7. Car Park – a) Kennet District Council Market Sign – E-mail received from Markets Officer, Wiltshire Council confirming this sign could be removed. The in the car park will be amended with the Ludgershall Town Council sign on the same pole will be repositioned and new contact details added. b) Height Barrier repairs – Access automation have completed the repairs, nvoice sent to our insurers but a new height warning sign has been ordered with Solstice, when fitted the barrier can be closed. b) Tree & health maintenance – a quote will be obtained for work to be mudertaken by a tree surgeon, but as it is within the Conservation Area alanning permission will also be required. 8. Toilets – a quote from AJK Services Ltd received for replacement of the vater heater in the toilets - to supply and install a new water heater and expansion vessel will cost £610-00p + VAT. ClIr Pickernell proposed this juote should be accepted, seconded by ClIr Dixon, carried. b) Bark borders it was agreed to order 7 hippo bags of Landscape Mulch at 245.00 + vat, delivery will cost £120.00 from Miles Stone Ltd, so the total cost will be £498.00. Proposed by ClIr Giles, seconded by ClIr Pickernell, carried. b) Tree health and maintenance rec

	full Town Council.		
	There being no further business to discuss the meeting closed at 9pm		
Data	Date of next meeting Tweeders 21st July 2015		

Date of next meeting Tuesday 21st July 2015.

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