

LUDGERSHALL TOWN COUNCIL



Minutes of the Allotments, Cemetery & Car Park committee held on Tuesday 19th July 2016 in the Council Office , 22 High Street, Ludgershall at 7-00pm.

Present:	Cllr A Pickernell in the Chair	Cllr Langley
	Cllr Dixon	Cllr Cordery
	Cllr Giles	Cllr White
Representatives	Mr J Hollis (Garden Club)	Mr B. Jarrett (Garden Club)

	<u>Agenda Item</u>	<u>Action</u>
63/16	1. Apologies – no apologies received.	
64/16	2. Declaration of Interest – no declarations received.	
65/16	<p>3. Minutes of the previous had been approved at July 2016 full Town Council.</p> <p><i>Matters arising:</i> Mr Ward is unable to undertake the strimming of grass and removal of fly tipping at Bell Street allotments due to length of grass/weeds and the amount of fly tipping. Another quote has been received from Lucas Landscapes, price quoted £250-00p, Mr Lucas had recently called in the office introducing himself. Cllr Giles proposed the quote should be accepted, seconded by Cllr Cordery, carried.</p>	
66/16	<p>4. Allotments</p> <p>a) Review of Allotment Rules – the issue causing concern is when a tenant moves out Ludgershall and lives some distance away, should they be allowed to continue renting the plot or should it be re-let to a resident of Ludgershall. After discussion Cllr Dixon volunteered to draft an amendment to the Rules on how plots should be allocated, inspected, disposed of and when tenants move away to clarify the situation.</p> <p>b) Initial warning letter –remit to next agenda.</p> <p>c) When plots are allocated the clerk should take a photograph of the condition of the plot and keep on file.</p> <p>Bell Street – a) Monthly report –. Warning letters to be sent to plot numbers 21, 22 & 26.</p> <p>b) Plot number 35 the tenant does not wish to split the plot in half but keep the whole plot & has made an improvement this month.</p> <p>c) Plot 1 - tenant has contacted the office on 24th June, he has been given a clean bill of health and intends to resume work on the allotment again. However this plot has some form of worm so he will not cultivate but keep</p>	<p>Cllr Dixon</p> <p>Clerk</p>

	<p>turning the soil over this year. The tenant now lives in Eastleigh.</p> <p>d) Cllr White has installed the collapsible bollard, a notice instructing tenants where a key can be obtained needs to be displayed.</p> <p>e) An e-mail has been received about tenants taking over the running of Bell Street site, the committee discussed the implications regarding this request and agreed to recommend to Finance & Policy committee ‘not to change’ as the land is a Town Council asset.</p> <p>Dewey’s Lane - a) Monthly report no warning letters to be sent, b) Plot 27 has been strimmed by Garden Club members and can now be re-let. c) Plot 30a has been repossessed, strimmed by Garden Club members but has metal sheets and concrete blocks that need removing to Town Council skip, any help would be appreciated, before it can be re-let. Cllr Langley & Cllr Dixon offered to help new Admin Assistant when plots needed allocating.</p>	Clerk
67/16	5. Jubilee Garden – Damaged litter bin, the outer casing has been removed and John Hollis is kindly repairing it with the remains of fibre glass kit.purchased to repair the damaged planter. Cllr Giles reported groups of youths are using this area for drinking purposes.	
68/16	6. Rose Garden – The roses bushes that were trimmed earlier in the year have grown very tall, John Hollis will prune again when the weather is cooler.	Cllr Hollis
69/16	7. Car Park – the clerk reported the basal shoots at the bottom of trees by the toilets need cutting back as they are encroaching the pavement. Committee agreed a works order be issued to Mr Ward. Mr Jarrett also mentioned the hedge along St James Street side needs cutting back, agreed this should be added to above works order.	Clerk
70/16	8. Toilets – the disabled door, materials had been purchased and Cllr Dixon & Cllr White were thanked for completing this work.	
71/16	9. Cemetery – a) One of the damaged bollards has been replaced but it was suggested warning tape to be added to stop vehicles reversing into them. b) Two residents who had reserved burial plots side by side have requested the following: one resident is now leaving the area and wondered if a refund could be made, the other resident would like to swap from plot 14 to plot 13 for personal reasons. A letter along with the reserved certificate needed to be sent to the office explaining the situation, remit as an agenda item for next meeting. c) Exchange of skip – the clerk confirmed a dropped sided skip would be requested in future to assist the grave diggers, however a letter to be sent to local undertakers requesting no spoil is left on concrete in the bund only within the skip.. d) The clerk reported an application for additional inscription on a headstone had been received and approved. e) Cllr White reported 3 trees along the drive of Cemetery look to be dead.	
72/16	10. War Memorial – a) Cllr White will investigate replacing wooden surrounds with kerbing stones around flower beds and report back next meeting. b) Autumn plants – the committee agreed Cllr White & Cllr Dixon could	

	order some bulbs up to £100-00p (this would include sufficient for the planters as well)	
73/16	11. <u>Planter in High Street.</u> - Cllr White has repaired the damaged planter and the committee agreed to leave the middle planter off set on the pavement where the vehicle had moved it.	
74/16	12. <u>Any Other Business</u> – The Chairman wished to thank the clerk for all her support to this committee as she was retiring on 27 th July 2016.	

There being no further business to discuss the meeting closed at 8-10pm. There will be no August meeting but due to holidays the September meeting will be brought forward to Tuesday 30th August 2016.

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