

# LUDGERSHALL TOWN COUNCIL



Minutes of the Allotment, Cemetery & Car Park committee meeting held on Tuesday 21<sup>st</sup> January 2014 in the Council Chambers at 7-00pm.

**Present:** C’lrr Pickernell in the Chair, C’lrr Dance, C’lrr Dixon, C’lrr White, C’lrr Giles and C’lrr Hollis.

**1. Apologies** received from C’lrr Cordery (unwell) and Mr B Jarrett Garden Club representative.

**2. Declaration of Interest** No declarations received.

**3. Minutes** of the previous meeting had been circulated and approved at the January 2014 full Town Council meeting.

**4. Allotments** – the total allotment rent received between 5<sup>th</sup> December 2013 to 20<sup>th</sup> January 2014 is £1,668- 00p.

**Bell Street** – has one half plot vacant and nobody on the waiting list, the existing tenant of plot 1 has requested to exchange from a full plot to half plot, so the clerk was instructed to offer an exchange to plot 36A, but if accepted the Council would need to refund rent of £12-00p. The remaining vacant plot to be advertised on the notice board.

i) Footpath from Coronation Street to Bell Street – the chairman and C’lrr White met on site with Willmont Builders to obtain costs to supply and install 2 gates (one either end) and repair the surface of muddy footpath with scalpings. C’lrr Giles suggested prices for tarmac planings should be obtained as another option; he will give contact details to the clerk.

ii) Footpath from Bell Street along to pedestrian allotment entrance has been closed as a temporary measure as the resident of 32 Bell Street has not responded to recorded letter sent 19<sup>th</sup> December and signed for on 20<sup>th</sup> December 2013. It has been confirmed the resident owns the property, so before we instruct our solicitor to send a letter it was agreed C’lrr Pickernell & C’lrr Dance would call and speak with the resident, making sure they logged and dated the conversation.

iii) C’lrr Pickernell had received a letter of concern regarding the condition of the main path from Biddesden Lane. The complainant offered to fill in the ruts if the Town Council supplied some ballast. It was agreed for insurance purposes the tenant should not fill in the ruts but the clerk was asked to obtain prices for 5/10 tons of scalpings and the cost of tarmac planings.

**Dewey’s Lane** – has one ½ plot vacant and 3 x ½ plots with rent outstanding, the clerk has sent reminders if rent not received by 28<sup>th</sup> January 2014 then these plots will be repossessed.

i) Willmont Building also had a site meeting at plot 34 to cost installing one gate & repair fence. The clerk will contact the tenant and explain Town Council are defining their land and will need to access this plot via the public right of way.

ii) Spring loaded wheel on entrance gate not required, C’lrr Pickernell & C’lrr White reported the gate opens freely it only needs the bolt to be realigned to the post for closing, this repair has been carried out and the situation will be monitored. C’lrr White left the meeting to attend Scout Hall meeting.

**5. Jubilee Garden** – an allotment tenant had spoken to the clerk regarding lack of use of this facility, would the Town Council consider putting this back to allotments. It was felt this area was now a mature garden and renamed in the memory of the Queen’s Jubilee as stated on the gates, people do use the area in the better weather. C’lrr Pickernell will talk with the scouts about possibly using the area for archery practice.

**6. Rose Garden** – the clerk asked if committee wished C’lrr White to grow summer bedding plants from plug plants for Rose Garden & War Memorial, cost would be approximately £70-00p - £100-00p for 300 plug plants or was there anyone else who wished to take on this work? C’lrr Dixon volunteered to help along with C’lrr Hollis, details of the plugs to be ordered will be confirmed next month.

C’lrr Pickernell had been approached by C’lrr Allan about planting a large Christmas tree in the Rose Garden, the committee agreed not to plant a specimen because in time this would take over the garden, but they agreed in principle to a Christmas tree being displayed in the Rose Garden for the festive period, however power would be a problem but solar or battery lights could be used. After discussion the clerk will investigate if a cable could be installed from a nearby lighting column and then have floodlights all year round in the garden.

**7. Car Park** – nothing to report this month.

**8. Toilets** – i) One side of a stainless steel cubicle has been damaged with a hole cutter, the clerk to obtain a quote for repairs from Mr Parnham who repaired the urinal. C’lrr Pickernell had been questioned by reporter Peter Barrow regarding problems with no toilet paper.

ii) Wallgate have sent renewal price of Service Contract to commence 1<sup>st</sup> February 2014 at £212-00p per unit, total payment £424-00p + VAT for our 2 units. which will provide interim breakdown cover throughout plus 2 scheduled servicing visits during the year. The price includes all spare parts required for any Contract works. It was proposed by C’lrr Dance that this price should be accepted, seconded by C’lrr Hollis carried. The clerk will enquire about cost of new transfer stickers to illustrate soap, water, air and also ask if a legionella test should be carried out on the units.

iii) The damaged concrete under the lead valley above the Gents toilet, Mr T Down has been invited to price this repair.

**9. Cemetery** a) Location to display amended Rules regarding Memorials, it was agreed to use existing notice board at entrance, C’lrr Pickernell will look to see if this notice board could be re-positioned.

b) Application for a new memorial stone in the Garden of Remembrance without a vase incorporated and a plot has not been purchased yet for interment the ashes. The measurement of memorial meets our criteria, the clerk to point out that any extra ornamentation or planting on individual plots will not be allowed and payment for a plot must be received before interment of ashes and memorial put in place.

c) New sign to be positioned on the entrance gate – the clerk to order one new sign from Solstice Signs incorporating our logo and symbol of Dogs on leads. The wording ‘dogs to be kept on a short lead at all times’.

d) Vehicular gates – C’lrr Hollis reported they will probably need painting again in the spring; C’lrr Dixon volunteered to help paint them. If any paint is required C’lrr Hollis will come back to the committee. C’lrr White returned to the meeting.

e) The middle bollard has been pulled out the ground again, there has not been any report of parked vehicles blocking the entrance, the situation will be monitored. C’lrr White has the spare bollard in case it needs refixing.

f) Due to the bad weather several graves are sinking, the clerk has reported 2 recently dug graves to Dunning Funeral Services requesting repairs.

**10. War Memorial** – summer bedding plants discussed under agenda item 6 above.

**11. Financial Regulations** – the clerk explained the control in LTC Financial Regulations regarding the cost of work Chairman of spending committee are allowed to put in place in the case of an emergency and also the procedure when obtaining quotes above the threshold amount of £2500-00p. C’llrs can read the information on their USB sticks.

**12. Any Other Business**. – C’llr Hollis reported the fruit trees planted in Dewey’s Lane site will have a metre square of turf removed, each tree will be fed and then mulched, this work will be carried out by Mr Sawyer and himself and the Garden Club will donate the feed. C’llr White mentioned that other Parishes/Towns reported at the recent TCAB that they would be commemorating WW1 by planting trees or an orchard, the clerk to remit to full Town Council agenda for discussion.

The clerk reported all details of allotment holders given to the Police to investigate a crime has been disposed of on police computers and any paperwork destroyed, only details of the victims connected with crime remain with their consent.

The next meeting will be held on Tuesday 18<sup>th</sup> February 2014 at 7-00pm in the Council Chambers.

There being no further business to discuss the meeting closed at 8-35pm.

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