



**Minutes of Crediton Town Council's Environment Committee Meeting, held on
Tuesday, 18th September 2018, at 6.00 pm, at the Council Chamber, Market Street, Crediton**

Present: Cllrs Miss J Harris (Committee Chairman), Mr F Letch, Mr M Szabo, Mrs A Hughes, Mr J Ross and Mr A Wyer

In Attendance: Mrs Emma Anderson, Assistant Clerk
Ms Penni Tearle, Chair of Boniface Allotments Association
Mr Bert Jewell

Absent: Ms K Piercy

25. To receive and accept apologies
None received.

26. Declarations of Interest
Cllr Letch declared that as a member of more than one authority, that any views or opinions expressed at the meeting would be provisional and would not prejudice any views expressed at a meeting of another authority.

27. Public Question Time
There were no members of the public present.

28. Order of Business
There were no changes to the order of business.

29. Chairman's and Clerk's Announcements
There were no announcements.

30. Committee Meeting Minutes - To approve and sign as a correct record the minutes of the Environment Committee meeting held on 10th July 2018. It was **resolved** to approve the minutes of the Environment Committee meeting held on 10th July 2018, as a correct record and they were duly signed by Cllr Harris. (Proposed by Cllr Hughes)

31. Matters Arising
Page 5, minute number 23 - Cllr Szabo explained that the triangle piece of land near Hawkins Way has a solid layer of hardcore beneath it which means it would be very difficult to plant unless the plants have very shallow roots.

32. Allotments

a) **To consider the following issues and agree a course of action:**

- **Vacant plots, Non-cultivation Notices and Notices To Quit**
The Assistant Clerk advised members that 5 Notices To Quit had been sent in August following the inspections carried out. Three of these plots are now vacant and the other two will be vacant by the end of the month.
- **Annual allotment rent increase**
It was **resolved** to increase the allotment rents by one pence to 22 pence per square metre from 1st October 2018. (Proposed by Cllr Harris)

SH.

➤ **Rent discounts**

It was **resolved** for Ms Tearle and the Men In Sheds Community Group to receive a 100% discount on their allotment rent, which is due on 1st October 2018. (Proposed by Cllr Harris)

b) To consider matters raised by the Boniface Allotments Association and agree any actions.

Ms Tearle advised members that several ploholders had contacted her following the hosepipe ban which was agreed at the last meeting. Everyone she has spoken to agrees that hosepipes should not be used to water plots. The main concern is the filling of water butts during serious droughts and many allotment holders have requested for hosepipes to be permitted for the filling of water butts during these periods, and only in quiet times so as not to disturb other tap users.

It was **resolved** that allotment holders must contact the Town Council if they wish to use a hosepipe due to exceptional circumstances and each request would be considered individually. (Proposed by Cllr Wyer). Members agreed that when consent is given to use a hosepipe, this must be provided in writing to the ploholder.

c) To consider matters and issues raised by allotment tenants and agree any actions. Ms Tearle advised members that the ploholder of E15 had requested permission to erect a polytunnel. The Assistant Clerk had also received another request for a polytunnel to be erected on plot B5A. Ms Tearle had one main concern regarding the request from plot E15 expressing that the polytunnel should be erected on plot E10B instead, which belongs to the ploholder's brother.

It was **resolved** to give permission to the ploholder of E15 to erect a polytunnel measuring 3m long x 2m wide x 2m high, however it was agreed that the polytunnel must be located on plot E10A and must not be within 1 ft of the plot boundary. (Proposed by Cllr Harris)

It was further **resolved** for Ms Tearle and the Town Clerk to inspect plot B5A to establish whether the installation of a polytunnel would be suitable. (Proposed by Cllr Harris)

d) To receive an update on the current water provision at the allotment sites. The Assistant Clerk advised members that two quotations have been received for two of the existing taps at Barnfield allotment site to be replaced for push down taps. Members agreed to wait for the final quotation to be received.

33. To receive an update on the following works:

➤ **Bench at Landscore.**

The bench repairs have been completed and it has been shot blasted. The bench is now waiting to be galvanised.

➤ **Repairs to small bench at Peoples Park**

This work has been completed and inspected.

Ms Tearle left the meeting at 6.19 pm

34. To consider requesting the Town Council allocates £5,000 from the general fund to an ear marked reserve fund to cover the required tree works following the Council's Quantified Tree Risk Assessment. The Assistant Clerk advised members that the QTRA was an unexpected cost this year as she and the Clerk had not anticipated its review. It was **resolved** to request Full Council allocates £5,000 from the general fund to an ear marked reserve fund to cover the required tree works following the Council's Quantified Tree Risk Assessment. (Proposed by Cllr Letch)

35. **To consider quotations received for the various pressure washing required throughout the town, following the annual property inspection, and agree a course of action.** Copies of the quotations had been issued with the agenda. The Assistant Clerk explained that due to the Bandstand being in particularly bad condition, the quotation received to clean the internal slabs and slabs on top of the wall was accepted on 2nd August 2018 at a total cost of £95.00 + VAT and the money will be allocated from the Bandstand Cleaning budget.

It was **resolved** to instruct The Window Cleaners to carry out the following works:

- **War Memorial Bus Shelter**
Cleaning the internal walls at a cost of £40.00 + VAT, with the money being allocated from the General Bus Shelter Maintenance budget.
- **War Memorial**
Cleaning the internal slabs at a cost of £65.00 + VAT, with the money being allocated from the War Memorial General Maintenance/Cleaning budget.
- **St Boniface Statue**
Cleaning the statue, surrounding area and steps at a cost of £95.00 + VAT, with the money being allocated from the St Boniface Statue General Maintenance/Cleaning budget.

(Proposed by Cllr Harris)

36. **To consider quotations received for the various paintwork required throughout the town, following the annual property inspection, and agree a course of action.** Copies of the quotations had been issued with the agenda. The Assistant Clerk advised members that three other contractors had been contacted and these enquiries were followed up on more than one occasion however a quotation had only been received from A R Davey. It was **resolved** to instruct A R Davey to carry out the following works:

- **War Memorial Bus Shelter**
Repainting the handrail. Prepare and paint two coats of black metal paint.
- **Jamie Fleming Memorial Bench**
Treat the bench. Clean down and treat with two coats of Sikksens Filter 7.
- **St Boniface Statue**
Repaint blue lettering.
- **Peoples Park Wildlife Area**
Clean down picnic bench and bird feeder woodwork.

At a total cost of £235.00 + VAT, with the money being allocated from the General Small Works/Various budget. (Proposed by Cllr Harris)

37. **To consider quotations received for the various groundworks required throughout the town, following the annual property inspection, and agree a course of action.** Copies of the quotations had been issued with the agenda. The Assistant Clerk advised members that three other contractors had been contacted and these enquiries were followed up on more than one occasion however a quotation had only been received from R J Brooks.

JH

It was **resolved** to instruct R J Brooks to carry out the following works:

- **War Memorial Bus Shelter**
Repoint the slab joints at a total cost of £120.00 + VAT, with the money being allocated from the General Bus Shelter Maintenance budget.
- **St Boniface Statue**
Repoint the slab joints at a total cost of £120.00 + VAT, with the money being allocated from the St Boniface Statue General Maintenance/Cleaning budget.
- **Bandstand**
Repoint the external slabs and the corner joints at a total cost of £120.00 + VAT, with the money being allocated from the Bandstand General Maintenance budget.
- **Peoples Park Scout Memorial Garden**
Step to be re-bedded/made secure at a total cost of £80.00 + VAT, with the money being allocated from the Memorial Garden budget. R J Brooks have also offered to infill the loose wall slab free of charge as this was carried out by them previously.
- **Upper Deck**
Fill the large crack at the top of the external wall near grassed area at a total cost of £80.00 + VAT, with the money being allocated from the Upper Deck Cleaning/General Maintenance budget.
- **Spinning Path Gardens Play Area**
Repair damaged fence at a total cost of £30.00 + VAT and replace the damaged post and repair gate at a total cost of £100.00 + VAT, with the money being allocated from the Public Open Spaces budget.

(Proposed by Cllr Harris)

- 38. To consider quotations received for the various grounds maintenance works required throughout the town, following the annual property inspection, and agree a course of action.** Copies of the quotations had been issued with the agenda. It was **resolved** to instruct Urban & Rural Tree Services to carry out the following works:

- **Upper Deck**
Prune the Holly Tree to within metal boundary
Clear the tree growth and treat the stump to prevent regrowth
Cut back forsythia
At a total cost of £30.00 + VAT, with the money being allocated from the Upper Deck Cleaning/General Maintenance budget.
- Remove the 10 buddleia plants growing out of the wall located between Park Street and Union Terrace and treat to prevent regrowth at a total cost of £30.00 + VAT, with the money being allocated from the General Small Works/Varioues budget.

(Proposed by Cllr Letch)

JH

Cllr Szabo drew members' attention to two areas within the town being affected by buddleia growth, either damaging sections of pavement or wall. The Assistant Clerk confirmed these images are on the Council's system for future reference.

39. **To consider quotations received to carry out the Priority Code 1 works identified in the Quantified Tree Risk Assessment carried out on all Town Council owned land and agree any actions.** Copies of the quotations had been issued with the agenda. It was **resolved** to accept the quotation received from Urban & Rural Tree Services to carry out the Priority Code 1 works identified in the QTRA, at a total cost of £700 + VAT, subject to Full Council approving the allocation of £5,000 from the general fund to an ear marked reserve to cover the tree works. (Proposed by Cllr Harris)
40. **To discuss the overgrown rose bed located on Belle Parade and agree any actions.** This item had been requested by Cllr Hughes. The Assistant Clerk confirmed that this bed had been strimmed by MDDC last week. It was agreed for the Assistant Clerk to chase MDDC to find out what its plans are for this area. Mr Jewell expressed his disappointment with the maintenance carried out by MDDC this year and this was reiterated by members.
41. **To review the weed spraying carried out within the Town.** It was **resolved** to continue with the current weed spraying carried out within the Town by Mr Jewell. (Proposed by Cllr Harris)

Members thanked Mr Jewell for his efforts in keeping the Town weed-free and expressed that this has been noticed through the reduced number of complaints relating to weeds.

42. **To receive an update on increasing the number of floral displays within the Town and agree any actions.** The Assistant Clerk confirmed that the Town Council can install a new floral display/planter on the wide section of pavement next to Hillbrow Care Home. The section of pavement closer to the building is not highway owned and not owned by Hillbrow either. Hillbrow are happy for a planter to be located here as long as they are not responsible for the planter. As the land is not registered to any specific landowner, the Town Council will be responsible for the planter.

Mr Jewell has two wedding cake planters that could be used but he also suggested sourcing some half barrels from Sandford Orchards instead. It was **resolved** for Mr Jewell to pursue sourcing half barrels to be planted up and located on the wide section of pavement to the side of Hillbrow Care Home. (Proposed by Cllr Letch)

Following a conversation with one of the managers at Wetherspoons, Cllr Szabo requested for a letter to be sent to Wetherspoons requesting a sponsorship donation towards the floral displays with the Town. The Assistant Clerk agreed to send this.

43. **Close**
The meeting closed at 6.43 pm

Signed
Chairman

Dated... 13-11-18