



**Minutes of Credition Town Council's Property & Allotments Committee Meeting,
held on Tuesday, 14th November 2017, at 6.00 pm, at the Council Chamber, Market Street, Credition**

Present: Cllrs Mr M Szabo (Committee Deputy Chairman), Mrs A Hughes and Mr J Ross

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

42. To receive and accept apologies

It was **resolved** to receive and accept apologies from Cllr Joyce Harris. (Proposed by Cllr Szabo).

43. Declarations of Interest

None declared.

44. Public Question Time

There were no members of the public present.

45. Order of Business

There were no changes to the order of business.

46. Chairman's and Clerk's Announcements

Cllr Szabo:

- Suggested asking if the Scouts, Guides or Brownies would be interested in doing a litter pick in the parks in Credition, mainly Newcombes Meadow and Peoples Park.
- Asked for the planter outside Lloyds Bank to be added to the asset register.

47. Property & Allotments Committee Minutes – To approve and sign as a correct record the minutes of the Property & Allotments Committee Meeting held on 12th September 2017. Copies had been circulated with the agenda. It was **resolved** to approve, and sign, the minutes of the Property & Allotments Committee Meeting held on 12th September 2017, as a correct record. (Proposed by Cllr Szabo)

48. Matters Arising

Page 10, minute number 35: Cllr Szabo queried why the grass cutting was being considered for 2018/19 when on the previous agenda, when it was agreed to defer the item, it said 2017/18. The Assistant Clerk explained that there had been slight confusion between the Town Council and Mid Devon District Council as to whether the grass cutting was scheduled in line with financial years or grass cutting seasons. The grass cutting contracts are set in line with financial years, therefore the next contract needs to be established for the financial year 2018/19.

Page 10, minute number 36: Cllr Szabo queried why there was an item on the agenda to discuss planting a Lucombe Oak Sapling when it was agreed previously to remove the stump and plant an English Oak. The Assistant Clerk explained that a Lucombe Oak Sapling had been offered to the Town Council and therefore, it was agreed to see if the Committee would want to plant this where the Lime tree was previously as opposed to buying a new tree.

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49. Allotments [CTC 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 following the last inspection 12 non-cultivation notices, 2 notices to quit and 8 care and cultivation letters were issued. Since then most recipients have been in touch to explain their circumstances. The plots will be re-inspected in the next few weeks.
- b) **To consider matters raised by the Boniface Allotments Association and agree a course of action.** Ms Tearle explained that there had been another break in at the Exhibition Road allotment site. As far as they can tell, the only item stolen was one knife. This has been reported to police and been given a crime number.
- c) **To consider matters and issues raised by allotment tenants and agree a course of action.** None raised.
- d) **To receive an update on the installation of new number posts on the allotment sites.** Ms Tearle provided members with an update explaining that the stakes purchased were not the correct size, therefore these were taken back and exchanged for 12 ft rails which ended up costing less. A mix of shorter and taller posts will be used depending on the terrain of the plot. Ms Tearle has cut, dipped and pointed all of the posts and they are now waiting to dry out in order to be painted. Both Tuckers and Eakers advised that the paint would just peel off if painted on too early. Ms Tearle will test one of the posts around Christmas time. In the meantime, the Assistant Clerk confirmed she would see if any metal numbers could be acquired rather than painting the numbers on.
- e) **To receive an update on the Exhibition Road Allotment Access Path Project.** The Assistant Clerk confirmed the path and gate were now complete. The dropped kerb licence is in the process of being approved, with the final fee for the licence being settled today, and therefore the works to the kerb should commence in the coming months.
- f) **To consider quotations received for a water trough to be installed at the Barnfield allotment site and agree a course of action.** Copies of the quotations had been issued with the agenda. The Assistant Clerk advised that a water improvements budget has been set aside for 2018-2019 as the water is turned off over the winter anyway.
- Due to the costs involved, members agreed that it would be beneficial to do some more research and try to find a local supplier. Ms Tearle also agreed to consult with plot holders to establish whether a water trough is what is most needed or whether installing additional taps would be a better use of the budget.
- g) **To consider quotations for the Exhibition Road Allotments hedge cutting contract for 2019-2021 and agree a course of action.** Copies of the quotations had been issued with the agenda. It was **resolved** for Urban & Rural Tree Services to carry out the Exhibition Road Allotments hedge cutting for 2019-2021 at a cost of £400 + VAT per year. (Proposed by Cllr Hughes)

Ms Tearle left the meeting at 6.24 pm

50. **To receive an update on the following works:**

- **Play area signage**
The play area signs are in situ at the three play areas and have been inspected.

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➤ **Various pressure washing**

The pressure washing has been completed and inspected. The Charlie Haydon plaque had an unusual mark over it that would not clean off. Simon, at F J Stevens & Sons, has advised that this is the natural colouring within the slate.

➤ **Various paintwork**

The paintwork has been completed and inspected. The feet of the bench at Greenway play area did not appear to be painted. Shaun Davey, from A R Davey, is looking into this.

Cllr Szabo requested for quotes to be obtained for the planter outside Lloyds Bank to be painted.

➤ **Various structural/building works**

The following structural/building works have been completed and inspected:

- Bandstand. The gutter bracket is being replaced as it was completely broken therefore it has taken slightly longer.
- Upper Deck. Completed and inspected.
- Spinning Path Gardens Play Area. One section of metal wiring is still waiting to be repaired.
- Peoples Park Scout Memorial Garden. Completed and inspected.
- St Boniface Statue. Completed and inspected.
- Millennium Cross. Completed and inspected.

The Assistant Clerk advised members that the bin for Spinning Path Gardens play area had been purchased and a quote had been received from R J Brooks for the bin to be secured in place. It was **resolved** to accept the quotation from R J Brooks at a cost of £116.50 + VAT with the money being allocated from the property and parks small works/various budget. (Proposed by Cllr Szabo)

Following the recent high winds, the fencing panels at Fulda Crescent Play Area have become very weak and, due to the poor foundations, they are now at risk of falling over completely. Bob Brooks has recommended rebuilding the fence and a quote has been received for this work. It was **resolved** to accept the quotation from R J Brooks to install a new fence at a cost of £1,100.00 + VAT. (Proposed by Cllr Szabo)

Due to the amount of work required to Fulda Crescent play area, there are insufficient funds to cover the installation of a new fence. The Assistant Clerk explained that £7,000.00 was allocated for the Stonypark perimeter fencing, however only £1,281.00 had been spent, therefore these funds would not be spent this year. It was **resolved** to virement £1,100.00 + VAT from the Stonypark perimeter fencing budget to the Fulda Crescent play area budget. (Proposed by Cllr Szabo)

➤ **Installation of stock proof fencing at Stonypark**

The fence has been installed and inspected.

➤ **Repairs to metal bench located at Landscore**

The Assistant Clerk is still waiting for an update.

51. **To consider a quotation received to replace the existing bird netting on the War Memorial next year.** A copy of the quotation had been issued with the agenda. The Assistant Clerk confirmed the current netting has three clips installed to allow for access to the lights and electric supply box.

Culm Environmental has confirmed the quote provided includes replacing the netting with like for like and therefore the lights would still be accessible. It was **resolved** for Culm Environmental to replace the bird netting next in the financial year 2018/2019 at a cost of £549.19 + VAT (Proposed by Cllr Ross)

52. **To consider quotations to install a plaque in the vicinity of the St Boniface Statue and agree a course of action.** Copies of the quotations had been issued the agenda. R J Brooks had also sent in a quote for the installation of an oak lectern. It was **resolved** to purchase the following from DAB Graphics:

- Option 1: Oak display frame with 18mm marine ply back board on 90 x 90 mm green oak pedestal leg with Embedded in 3mm Glass Reinforced Plastic

at a total cost of £489.00 + £65.00 delivery + VAT. (Proposed by Cllr Hughes).

It was agreed for the lectern to be purchased in the financial year 2018/19 with the money being allocated from the 2018/2019 Boniface Statue budget.

53. **To consider quotations received for the 2018/19 grass verge cutting.** Copies of the quotations had been issued with the agenda. It was **resolved** to accept the quotation received from Glendale at a cost of £650.00 + VAT per cut and ask Glendale to cut the grass 8 times per year, totalling £5,200.00 + VAT for 2018/19. (Proposed by Cllr Ross)

54. **To consider planting a Lucombe Oak Sapling in Peoples Park located near the Lime Tree stump.** The Assistant Clerk advised that a Lucombe Oak Sapling had been offered to the Town Council and after consulting with Mid Devon District Council's (MDDC) tree officer, it was suggested that Peoples Park may be a good place for this to be planted. MDDC's tree officer advised that it would be fine to leave the Lime Tree stump where it is and plant the sapling nearby. The Committee agreed however, that due to the size of the stump it would be better for it to be removed as a tree cannot be planted nearby due to the lack of space.

It was **resolved** to obtain quotes for the Lime Tree stump to be removed. (Proposed by Cllr Szabo)

It was agreed that further information was needed regarding the size of the sapling being offered as Peoples Park needs something well established to ensure it cannot be damaged. The Assistant Clerk agreed to also obtain advice from Ross Andrews, Urban & Rural Tree Services, as to whether it would be suitable to plant a Lucombe Oak where the Lime tree was located.

55. **To consider a request from the Crediton Trefoil Guild to plant a rose in the Peoples Park Scout Memorial Garden to celebrate the 75th Anniversary of Trefoil Guilds.** Documentation relating to this item had been issued with the agenda. It was **resolved** to approve the request from the Crediton Trefoil Guild to plant a rose in the Peoples Park Scout Memorial Garden. (Proposed by Cllr Szabo). It was agreed that a member of the Trefoil Guild should meet with Mike Turnbull and the Assistant Clerk at Peoples Park, to discuss a suitable location for the rose to be planted.

56. **To consider a request for a memorial bench to be located in Peoples Park.** Documentation relating to this item had been issued with the agenda. The Assistant Clerk provided members with some possible locations within Peoples Park which seemed suitable for the placing of a bench. Information was also provided from Cllr Ross, following his recent visit to Peoples Park.

It was **resolved** to approve the request for a memorial bench, with the bench being located to the left of the junction with Waresfoot Drive running alongside the top path. (Proposed by Cllr Ross)

Members agreed that the installation of the bench needs to be discussed with the individual who submitted the request as the bench will need to be sat on some sort of concrete plinth to prevent the wood from rotting.

Cllr Szabo also mentioned the small bench that is located on the top path and requested for the wood to be replaced. Cllr Ross asked if it would be possible to look into the history of the bench and how it got there before replacing the wood. The Assistant Clerk agreed to look into this.

57. **To consider the future of Fulda Crescent, Greenway and Spinning Path Gardens Play Areas following the public consultation.** The results of the public consultation had been issued prior to the meeting. Members discussed the results of the consultation and the ideas suggested and **resolved** the following:

- Fulda Crescent - leave the play area as it is and review next year.
- Spinning Path Gardens - leave the play area as it is and review next year.
- Greenway - due to the poor access members agreed they would go away and think about possible ideas for this play area and discuss the options in January. Ideas included turning it into an orchard or an area for edible produce.

(Proposed by Cllr Szabo)

58. **Business brought forward**

Cllr Hughes requested for a bin to be installed at Wellparks. The Assistant Clerk advised that due to Mid Devon District Council's new bin policy, a formal process must be followed. She would look into this process and the associated costs involved.


Cllr Ross advised members that whilst looking at locations for the bench at Peoples Park there were a few areas of concern that he noted, including the condition of the wall along the top path. The Assistant Clerk agreed to look into the concerns raised in Cllr Ross' report and include them on the next agenda.

Cllr Szabo:

- Advised that one of the flower beds at Upper Deck had been cleared out and was in need of more wood chippings. The Assistant Clerk agreed to contact Hooper Services to find out if they had any plans for the cleared bed.
- Explained that the fingerpost at the top of Jockey Hill had been damaged due to people being able to swing on the arms. The missing arm is in the Council Offices and the Assistant Clerk is liaising with Mr Martin Binks to arrange for it to be repaired.

59. **Close**

Meeting closed at 7.23 pm

Signed 

Chairman

Dated..... 9-1-18