



Minutes of Crediton Town Council's Assets & Amenities Committee Meeting held on Tuesday, 15th September 2020, at 7.00 pm, via Zoom

Present: Cllrs Miss J Harris, Mr F Letch, Mr J Ross, Mr M Szabo, Mrs H Zorlu, Mrs L Martin and Mr J Cairney

In Attendance: Mrs Emma Anderson, Assistant Clerk
Dr Penni Tearle, Chair of Boniface Allotment Association

26 To receive and accept apologies

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

27 Declarations of Interest

Cllrs Letch and Cairney declared that as members 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

Cllr Letch disclosed a personal interest in agenda items 10 and 17 as a member of his family is employed by one of the contractors quoting.

28 Public Question Time

There were no questions.

29 Order of Business

There were no changes.

30 Chairman's and Clerk's Announcements

There were no announcements.

31 Committee Meeting Minutes - To approve and sign as a correct record the minutes of the Assets & Amenities Committee meeting held on 14th July 2020.

It was **resolved** to approve the minutes of the Assets & Amenities Committee meeting held on 14th July 2020, as a correct record. (Proposed by Cllr Letch).

32 Matters Arising

Page 5, minute number 21. Cllr Szabo requested an update. Cllr Letch confirmed that Mid Devon District Council do not know who maintained this area historically, but it is not their responsibility to maintain.

33 Allotments

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

- Vacant plots, Non-cultivation Notices and Notices To Quit.

There are currently no vacant plots and one non-cultivation notice has been issued at Barnfield. The 12-month notice to quit issued in January is still active, with the agreement ceasing January 2021.

- **Annual allotment rent increase**

It was **resolved** to increase the annual allotment rent by 1 pence per square metre
(Proposed by Cllr Harris)

- **Rent discounts**

It was **resolved** to apply a rental discount of 100% to Dr Tearle's plot at Barnfield.
(Proposed by Cllr Harris) Members agreed that the Barnfield Community Plot would not receive a rental discount this year.

b) To consider matters raised by the Boniface Allotments Association and allotment tenants, including the following, and agree any actions.

- **The transformation of the Barnfield Community Plot**

Members received a written report from Dr Tearle prior to the meeting on behalf of the Allotments Association. It was **resolved** to refuse the request for an 8 x 8 shed, as the rules stipulate sheds must be a maximum of 8 x 6. (Proposed by Cllr Harris, Cllr Szabo voted against)

Members acknowledged the group's aim to focus on the local community benefiting from the use of the allotment, as opposed to bringing groups in from other areas. Cllr Szabo advised members that the group aim to plant a community orchard at the allotment site in October, following a site visit with himself and Penni. The aim is to obtain grant funding for the project.

Dr Tearle left the meeting at 7.12 pm

34 To receive an update on the following:

- **Possible protective sealant on the St Boniface Statue**

Still awaiting a response from F J Stevens.

- **Fingerpost at Jockey Hill**

The suggestions from the last meeting were investigated but those contacted were unable to help. A plea has been included in the Courier and local carpenters/joiners are being contacted.

- **Repairs to bandstand electrics**

The damage to the bandstand electrics, identified in the property inspection, required immediate attention. Jo Ward was instructed to repair the damage, costing £233.97.

- **Structural integrity of War Memorial and Bus Shelter**

A local firm assessed the cracks identified in the property inspection and advised these are a result of shrinking and expanding depending on the weather conditions. At present these are not a problem, but the cracks will continue to be monitored.

- **Upper Deck tree works**

Hooper Services have cut back the shrubs, including the Holly tree, under the ground maintenance contract at no additional cost.

35 To receive quotations to clear the vegetation at Upper Deck and agree any actions.

Copies of the quotations had been issued with the agenda.

It was **resolved** to accept the quotation received from Devon Tree Services at a total cost of £120 + VAT, with the money being allocated from the Upper Deck maintenance budget.
 (Proposed by Cllr Szabo, Cllr Letch abstained)

- 36 To receive quotations for the various cleaning works identified in the annual property inspection and agree any actions.**
 Copies of the quotations had been issued with the agenda. It was **resolved** to accept the quotation received from J Hewitt at a total cost of £385, with the money being allocated from the Property & Parks cleaning budgets. (Proposed by Cllr Harris)
- 37 To receive quotations to repair the broken slabs at the Scout Memorial Garden and agree any actions.**
 Copies of the quotations had been issued with the agenda. It was **resolved** to accept the quotation received from R J Brooks at a total cost of £216.78 + VAT, with the money being allocated from the Memorial Garden maintenance budget. (Proposed by Cllr Letch)
- 38 To receive quotations to repair the gate at Spinning Path Gardens Play Area and agree any actions.**
 Copies of the quotations had been issued with the agenda. It was **resolved** to accept the quotation received from John Butt Fencing at a total cost of £43 + VAT, with the money being allocated from the play area maintenance budget. (Proposed by Cllr Harris)
- 39 To receive quotations for a survey to be carried out on the St Boniface Statue to assess the foundations and agree any actions.**
 Copies of the quotations had been issued with the agenda. It was **resolved** to accept the quotation received from Bill Badger at a total cost of £95, with the money being allocated from the Boniface Statue maintenance budget. (Proposed by Cllr Letch)
- 40 To receive quotations to treat the woodwork identified in the annual property inspection and agree any actions.**
 Copies of the quotations had been issued with the agenda. It was **resolved** to accept the quotation received from Darren Cann at a total cost of £266, with the money being allocated from street furniture and small works budget. (Proposed by Cllr Letch)
- 41 To receive the Quantified Tree Risk Assessment Report and consider quotations for the associated priority works and agree a course of action.**
 Further documentation had been issued with the agenda. The Assistant Clerk advised members that, due to the lack of quotations received, further quotations will be obtained for the priority works and the Committee will be updated. It was **resolved** to note the report and the information contained therein. (Proposed by Cllr Harris)
- 42 To receive quotations to supply and plant two Lime trees at Peoples Park, following the removal of two Sycamore trees, and agree any actions.**
 Copies of the quotations had been issued with the agenda. It was **resolved** to accept the quotation received from Hooper Services at cost of £198.95 + VAT, with the money being allocated from the Peoples Park budget. (Proposed by Cllr Harris, Cllr Letch abstained)

43 To consider a proposal received to turn the grassed area of Spinning Path Gardens play area into a community orchard and agree any actions.

Members received a copy of the proposal prior to the meeting. The Committee welcomed the idea and agreed to support the plan in principle. It was **resolved** to contact the group for further information regarding what they are planning to do and whether this requires planning permission from Mid Devon District Council. (Proposed by Cllr Letch) It was agreed the Committee must be consulted before a planning application is submitted.

44 To discuss the future use and opening of Newcombes Meadow toilet block and agree any actions.

A report was circulated prior to the meeting. Cllr Szabo suggested an idea regarding the future use of the toilets and having the entrances on the road-facing side. It was agreed that the use of the rest of the building would be discussed at a meeting in the future. It was **resolved** to install a Cloud-based Locking System, with the funds being allocated from the ear marked reserve of £1,500, to allow the disabled toilet to become a unisex toilet opened and closed electronically. (Proposed by Cllr Harris)

45 To receive quotations to paint the wall of 122-123 High Street where the previous noticeboard has been removed and agree a course of action.

Copies of the quotations had been issued with the agenda. It was **resolved** to accept the quotation received from Allan Gibb Painting & Decorating at a cost of £55, with the money being allocated from the street furniture and small works budget. (Proposed by Cllr Letch)

46 To receive an update on the cob wall located at Peoples Park and agree a course of action.

The Assistant Clerk explained that the Council's solicitor advised that the cob wall is a party wall, however there is no way of proving this. The suggestion would be to have a specialist inspect the side on Peoples Park and request that the owner of the adjacent property has the other side inspected. It was **resolved** to obtain quotations for the condition of the wall to be assessed and to contact the adjacent property asking them to assess the condition of the wall on their side. (Proposed by Cllr Harris)

47 To receive an update on the installation of two grit bins to be located at Spruce Park and Butts Park and agree any actions.

Mid Devon District Council (MDDC) has given permission for the grit bins to be sited on MDDC land and is liaising with Devon County Council Highways regarding the works required for installation. It was **resolved** for the Assistant Clerk to purchase two grit bins from Greenhams at a total cost of £399.98, with £199.99 of the purchase being funded by the approved DCC Locality grant. (Proposed by Cllr Harris)

48 To discuss adding the bin at Spinning Path Gardens Play Area to Mid Devon District Council's refuse collection rota once a month, including the associated costs, and agree any actions.

The Assistant Clerk explained that the bin at Spinning Path Gardens Play Area is not on an emptying rota currently. After visiting the play area, the Assistant Clerk identified that the bin has been lined with a bag and at the time of visiting the bag was empty. This suggests a local resident may be emptying the bin at present, however to do this the lid must have been forced off despite being locked.

It was **resolved** to instruct Mid Devon District Council (MDDC) to empty the bin once per month at a total cost of £6.50 per empty (£78 per year). (Proposed by Cllr Letch)

49 To discuss amending/reducing future grass cutting regimes within the town to protect wildlife and pollinators.

This item had been requested by Cllr Ross. It was **resolved** for the current grounds maintenance contract to be amended to increase the grass length by 50% to 45mm from 30mm. (Proposed by Cllr Ross, Cllr Szabo voted against)

50 To discuss the flower beds located on Exeter Road and agree any actions.

This item had been requested by Cllr Szabo. Cllr Szabo advised members that Bert Jewell would like to takeover the flower beds and this has been discussed with Darren Beer, at Mid Devon District Council (MDDC). Mr Beer confirmed the maintenance of the beds could be transferred to Mr Jewell and his team with MDDC covering the initial costs of the project (weed suppressant, chippings, shrubs). The Committee were in support of this idea and it was **resolved** for the Assistant Clerk to follow this up with Mr Beer and discuss the details. (Proposed by Cllr Ross)

51 To discuss the possibility of Mid Devon District Council withdrawing its summer bedding within Crediton and agree any actions.

During a recent meeting with Mid Devon District Council (MDDC), the Town Clerk was advised that summer bedding may be reduced in Crediton. It was **resolved** for the Assistant Clerk to obtain information regarding the cost of the summer bedding and, in conjunction with the Town Clerk, allocate a budget for 2021-2022 to ensure funds are available if MDDC is to withdraw partially or entirely. (Proposed by Cllr Letch)

52 To discuss the use of Stonypark, including the recent incidents of anti-social behaviour, and agree a course of action.

The existing tenancy at Stonypark has now expired and the Council's solicitors have been instructed to draw up a new two-year agricultural tenancy with the existing tenant at a cost of £300 + VAT. It was **resolved** for the annual rent to increase to £400 per annum. (Proposed by Cllr Harris)

The Assistant Clerk advised that reports of litter and youth gatherings have been reported to the Clerk and the Police are aware of these issues and will be patrolling the area on a more frequent basis.

53 Clerk's Report

Nothing to report.

54 Close.

The meeting closed at 8.09 pm

Signed
Chairman

Dated.....