



## Minutes of Crediton Town Council's Assets & Amenities Committee Meeting held on Tuesday, 14<sup>th</sup> July 2020, at 7.00 pm, via Zoom

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

**In Attendance:** Mrs Emma Anderson, Assistant Clerk  
Mrs Rachel Avery, Town Clerk  
Mrs Penni Tearle, Chair of Boniface Allotment Association  
Mrs Katheryn Hope, Westbank Coordinator

**Absent:** Cllrs Mr P Vincent and Mr J Cairney

**1 To elect a Committee Chairman for 2020/21.**

It was resolved to elect Cllr Harris as Committee Chairman for 2020/21. (Proposed by Cllr Letch)

**2 To elect a Committee Vice Chairman for 2020/21.**

It was resolved to elect Cllr Letch as Committee Vice Chairman for 2020/21. (Proposed by Cllr Szabo)

**3 To receive and accept apologies**

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

**4 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

**5 Public Question Time**

There were no questions.

**6 Order of Business**

There were no changes.

**7 Chairman's and Clerk's Announcements**

There were no announcements.

**8 Committee Meeting Minutes - To approve and sign as a correct record the minutes of the Assets & Amenities Committee meeting held on 10<sup>th</sup> March 2020. It was resolved to approve the minutes of the Assets & Amenities Committee meeting held on 10<sup>th</sup> March 2020, as a correct record. (Proposed by Cllr Letch).**

**9 Matters Arising**

Page 16, minute number 85 – Cllr Szabo requested an update. The Assistant Clerk confirmed that due to lockdown the Climate Change Sub-Committee has not been meeting and therefore this

item has not been discussed. Cllr Ross confirmed that this had been discussed by the sub-committee internally and there was no specific preference as to which tree species should be planted.

## 10 To Allotments

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

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

Mrs Tearle confirmed that there are three uncultivated plots across the two allotment sites. The allotment holder of one of these plots is currently shielding and other two are being monitored by the Committee. There are no vacant plots and there has not been any Notices To Quit issued.

Cllr Letch advised members that a rat issue at the Barnfield site had been reported to him. The Town Clerk confirmed she would be meeting with an officer from Mid Devon District Council (MDDC) on Thursday to assess this.

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

- **The proposed transformation of the Barnfield Community Plot (rented by Men in Sheds).**

Members of the Committee received information relating to the proposed plan prior the meeting.

Cllr Zorlu advised members that a path used to exist between the plot and the boundary wall of the neighbouring house. The current resident requested that this path be reinstated as it was removed by the previous tenant. Mrs Hope agreed for the path to be reinstated.

Mrs Tearle reiterated the concerns of the Boniface Allotment Association in relation to the proposal, particularly that the plot has been uncultivated for the last 2 years and has worsened over the last 6 weeks. Members expressed general concern regarding the scale of the proposed plan and were conscious that the current rules and tenancy agreement terms must be followed to avoid setting any unwanted precedents.

Mrs Hope discussed some of the plans, including a paved area to make the plot more accessible and explained that they were looking to recruit a seasonal worker to help with the work.

Cllr Szabo raised concerns about a dead tree in the plot and suggested that removing this tree would be a small-scale project that the group could start with. It was agreed for Cllr Szabo to arrange to meet Mrs Hope at the plot to discuss this.

It was **resolved** to request that Mrs Hope puts forward a more manageable scheme proposal and presents this to the Committee after meeting with Cllr Szabo initially to identify the dead tree. (Proposed by Cllr Letch)

Mrs Hope left the meeting at 7.20 pm

- **Amending the rule on ponds**

It was **resolved** to amend the allotment rule regarding ponds, removing the need for a risk assessment, to read as follows:

*6. A pond with a depth of up to 20cm and length and width of up to 40cm, may be installed subject to the following conditions:*

- i. Allotment holders must request permission from the Town Council.*
- ii. Ponds must be sited a minimum of 1 metre away from all allotment plot boundaries.*
- iii. The allotment holder must provide and erect an A4 sized warning sign in the proximity of the pond.*

(Proposed by Cllr Harris)

- **Amending the rule on hosepipe**

It was **resolved** to amend the allotment rule regarding hosepipes, to read as follows:

*Hosepipe use for direct watering of plots is banned on all Town Council allotment sites.*

*Hosepipes may however be used to refill water butts where absolutely necessary, but people filling watering cans must be given priority at all times.*

(Proposed by Cllr Harris)

Members agreed that this needs to be monitored to ensure hosepipes are not being used to water allotments plots.

Mrs Tearle left the meeting at 7.27 pm

## 11 To receive an update on the following:

- **Installation of a noticeboard on 122-123 High Street**

The noticeboard was installed at the end of March but is not yet in use.

- **Redvers House hanging baskets**

The baskets are now in situ. Bert Jewell was able to reuse the old baskets and has planted these up during lockdown from home and they were put up at the end of June.

- **Removal of two Sycamore Trees in Peoples Park**

As the Climate Change Sub-Committee did not have a specific recommendation it was agreed to obtain quotations for two Lime trees to be planted as originally suggested.

## 12 To receive a copy of the Property Inspection report and approve the recommendations contained therein.

A copy of the report had been issued prior to the meeting. Cllr Letch thanked the Assistant Clerk for providing a professional report. It was **resolved** to note the report and approve the recommendations contained therein. (Proposed by Cllr Letch)

Cllr Szabo requested for the stone troughs surrounding the war memorial to be added to the Council's asset register and future property inspection.

## 13 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 this item to be deferred until the next meeting. (Proposed by Cllr Ross)

- 14 To consider quotations received for a Quantified Tree Risk Assessment to be carried out at Peoples Park, Upper Deck & Stonypark 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 A M Lane at a total cost of £903.50, with the money being allocated from the Annual QTRA budget. (Proposed by Cllr Harris)
- 15 To consider a proposal received to turn the grassed area of Spinning Path Gardens play area into a community orchard and agree any actions.**  
The Assistant Clerk advised members that the lease states the area must be used as a play area or open space. Clarification from MDDC's legal team as to the definition of the term 'open space' is awaited.
- 16 To discuss guerrilla gardening being carried out in the town and how it should be regulated and agree any actions.**  
Mrs Ross advised members that Sustainable Crediton has been in contact with Steve Densham, at MDDC, with regards to the community group that has been maintaining St Lawrence Green. It is possible that this group could work under the umbrella of Sustainable Crediton and Mrs Ross is waiting to discuss this with the group.
- 17 To discuss the condition of the cob wall located on the Eastern boundary of Peoples Park and agree any actions.**  
Photos of the wall had been issued with the agenda. The resident that lives on the opposite side of the cob wall reported that it was not looking in the best condition. The Clerk has inspected the wall and due to the amount of vegetation growing in front of it, the current condition is unclear. Cllr Harris expressed concern that the ownership of this wall is an ongoing issue and needs clarifying first. It was **resolved** to check the Town Council deeds for Peoples Park and to contact the adjacent resident to ascertain who is responsible for the cob wall. (Proposed by Cllr Harris)
- 18 To agree/amend the risk assessment for the cleaning of Newcombes Meadow toilet block.**  
A copy of the risk assessment had been issued prior to the meeting. Members discussed the current cleaning schedule as well as the future use of the toilet block. It was **resolved** for this item to be discussed at the next Full Council meeting. (Proposed by Cllr Harris)
- 19 To discuss the installation of a plaque on Newcombes Meadow Well, following the recent vandalism, and agree any actions.**  
The Assistant Clerk advised members that the well had been fenced off due to vandalism, however it has been mentioned that this could have just been general wear and tear. Cllr Letch confirmed the well needs repointing and MDDC is aware of this. It was **resolved** to wait for MDDC to carry out the necessary repair works to the well before proceeding with the installation of a plaque. (Proposed by Cllr Harris)
- 20 To discuss the maintenance of the area of land located on the junction of Landscore and Greenway and agree any actions.**  
Photos of the piece of land had been issued with the agenda. Cllr Letch explained that a resident had approached him about the possibility of maintaining this area of land and repairing the wall. Land Registry searches have been carried out and it does not appear to belong to any individual or authority.

Mrs Ross advised members that Steve Densham had agreed that MDDC may be able to help with the repairs to the wall if the volunteer were to work with Sustainable Crediton. However, the individual has turned down the offer.

It was **resolved** for Sustainable Crediton to pursue working with the individual and for Cllr Letch to contact the volunteer to discuss this option. (Proposed by Cllr Letch)

**21 To discuss the maintenance of the flower bed located on Blagdon Corner.**

This item had been requested by Cllr Szabo. This bed has not been maintained for some time and MDDC has confirmed that it does not belong to them and therefore is not within their maintenance schedule, however Cllr Szabo believes it was MDDC who originally planted the flower bed. It was **resolved** for Cllr Letch to contact Darren Beer, at MDDC, to find out more information. (Proposed by Cllr Letch)

**22 To discuss the damage to the fingerpost located at the top of Jockey Hill and agree any actions.**

Photos of the damage had been issued with the agenda. The Assistant Clerk advised members that two of the directional posts are now in the Council Offices, but the third is missing. It was agreed to obtain quotations for the fingerpost to be repaired. Members suggested approaching QE Academy initially, to see if they would be interested in taking it on as a project. It was also suggested to contact Devon County Council to see if they could recommend a contractor, as the fingerpost at Red Hill Cross has been repaired previously.

**23 To receive an update on the St Boniface Statue graffiti and discuss possible preventative measures and agree any actions.**

The Statue was cleaned on Thursday, 9<sup>th</sup> July and images of the cleaned statue have been circulated to members. Cllr Letch reported that the graffiti on one side of the statue has not cleaned fully. The Assistant Clerk will inspect this and get in touch with Devon Surface Care.

The cleaners suggested applying some sort of protective coating to the statue to prevent such damage in the future. The Assistant Clerk has contacted F J Stevens for more information on the products available.

**24 Clerk’s Report**

Nothing to report.

**25 Close.**

The meeting closed at 8.18 pm

Signed .....  
Chairman

Dated.....