



**Minutes of Crediton Town Council's Property & Allotments Committee Meeting,
held on Tuesday, 11th July 2017, at 6.00 pm, at the Council Chamber, Market Street, Crediton**

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

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

1. To Elect a Committee Chairman 2017 - 2018

It was **resolved** for Cllr Harris to be the Committee Chairman for 2017-2018. (Proposed by Cllr Wyer)

2. To Elect a Committee Deputy Chairman for 2017 - 2018

It was **resolved** for Cllr Szabo to be the Committee Deputy Chairman for 2017-2018. (Proposed by Cllr Wyer)

3. To receive and accept apologies

No apologies were received.

4. Declarations of Interest

None declared.

5. Public Question Time

There were no members of the public present.

6. Order of Business

There were no changes to the order of business.

7. Chairman's and Clerk's Announcements

None.

8. Property & Allotments Committee Minutes – To approve and sign as a correct record the minutes of the Property & Allotments Committee Meeting held on 9th May 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 9th May 2017, as a correct record. (Proposed by Cllr Wyer)**

9. Matters Arising

No matters arising.

10. 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 confirmed that following the last inspection, 5 non-cultivation notices were issued and one notice to quit.

Since then, two plot holders have given notice on their plots and both of these plots have been reallocated. The allotment sites will be re-inspected in the coming weeks.

- b) **To consider matters raised by the Boniface Allotments Association and agree a course of action.** Ms Tearle confirmed that the allotment judging will be taking place on Tuesday, 18th July 2017. This year's judge is Peter Adams from the RHS gardens at Rosemoor where he runs a course on allotment holding. He is an expert in fruit, vegetables, and environmental issues.

Ms Tearle also advised members that many of the posts used to number the allotment plots have rotted out and many of the allotment plots have changed in terms of halving larger ones etc. Ms Tearle is currently making a list of the posts and numbers needed and once this is established an accurate costing can be worked out.

Members agreed for the Assistant Clerk to approach local companies to see if the posts could be donated. It was also agreed for the Assistant Clerk to go ahead with the new posts if there was only a small cost association.

- c) **To consider matters and issues raised by allotment tenants and agree a course of action.** Two tenants on the Exhibition Road allotment site have raised issues regarding harassment and inappropriate comments. Following this, Cllr Letch, the Town Clerk and Ms Tearle met with the allotment holder alleged to have made these remarks. During the meeting, it was explained that the individual has broken the terms of their contract and the individual was advised not to enter into discussions with some of the plot holders near them. A follow up letter, outlining the events of the meeting and clarifying a request for a change in behaviour, has been sent.

- d) **To discuss altering the current water provision at the Barnfield allotment site.** After a recent inspection, it has become apparent that the water provision at Barnfield needs reviewing. Many of the Barnfield allotment holders would like to try changing one of the water taps for a water trough. The camber of the allotment site makes it difficult for many plot holders to fill their watering cans from the tap.

It was also noted that hose pipes and irrigation systems are regularly being used by a few allotment holders near the tap, which is currently a 'turn on' type as opposed to 'push down'. Hosepipes are strongly discouraged in the rules as, although banning has been discussed it was felt hard to monitor.

It was **resolved** to give delegated authority to the Town Clerk and Assistant Clerk to resolve the matter through the purchase of a water trough and push down tap mechanism. (Proposed by Cllr Harris)

11. **To consider quotations received for the Exhibition Road Allotment Access Path Project including the following and agree a course of action:**

- **Installation of access path, including widening the gateway**
- **Installation of a dropped kerb**

Documentation relating to this item had been issued with the agenda.

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The Assistant Clerk advised members that a grant application had been submitted to Awards For All for the Exhibition Road allotment access project. The application covered the remaining costs for the project, taking into account £300 received from the TAP fund.

It was **resolved** to instruct R J Brooks to carry out the following works, once the outcome of the Awards For All application is known:

- Installation of access path, including widening the gateway at a cost of £2,403.69 + VAT
- Installation of a dropped kerb at a cost of £1,468.75 + VAT

(Proposed by Cllr Harris)

It was further **resolved** for the Assistant Clerk to apply for a licence online with Devon County Council Highways for the installation of a dropped kerb at a total cost of £250 (Proposed by Cllr Harris)

Ms Tearle left the meeting at 6.15 pm

12. **To receive an update from the Assistant Clerk on the St Saviours Way Car Park sign.** The Assistant Clerk confirmed that the St Saviours Way Car Park sign has now been altered, with a pedestrian symbol covering the original parking "P".
13. **To consider the following property inspection reports and agree a course of action:**
 - War Memorial Bus Shelter
 - War Memorial
 - Jamie Fleming Memorial Bench
 - St Boniface Statue
 - Bandstand
 - Peoples Park Wildlife Area
 - Peoples Park Scout Memorial Garden
 - Millennium Cross
 - Upper Deck

A copy of the inspection reports had been issued with the agenda. The property inspections were considered and noted. The Assistant Clerk drew councillors' attention to the amount of bird poo in the Bandstand currently, which is due to the nesting House Martins. It was agreed to look at installing netting in the roof once the birds have migrated.

It was **resolved** for the Assistant Clerk to proceed with the recommendations provided in the property inspections and obtain quotations for the works required. (Proposed by Cllr Wyer)

Cllr Szabo requested for Hooper Services to be contacted regarding the Forsythia located at Upper Deck, as it needs cutting back. Cllr Szabo also queried whether someone could look at the outside of the wall adjacent to the South West Water reservoir as cracks are appearing.

14. **To review the current Bandstand Booking Form and Conditions of Hire and agree a course of action.** A copy of the documentation relating to this item had been issued with the agenda. It was **resolved** not to amend the current Bandstand Booking Form and Conditions of Hire. (Proposed by Cllr Harris)

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15. **To consider adopting the metal bench located at Landscore.** The Assistant Clerk advised members that this bench had been stolen previously, however it has now been returned to its original location although it is not fixed into position. Both Mid Devon District Council and Devon County Council are not claiming responsibility for this bench, therefore it will not be fixed into position any time soon. It was **resolved** to adopt the metal bench located at Landscore and instruct a local contractor to secure the bench as soon as possible. (Proposed by Cllr Harris)

Cllr Ross suggested contacting South West Galvanisers on the Industrial Estate to find out if they would be willing to galvanise the bench free of charge. Members agreed this was a good idea.

16. **To discuss this Committee's future aims and objectives in order for them to be included in Crediton Town Council's 5 Year Strategic Plan.**
- Cllr Wyer queried whether the negotiations regarding the Council Building would be under this Committee's remit. The Assistant Clerk provided clarification.
 - Cllr Ross queried whether the three play areas are included in the strategic plan. Cllr Harris confirmed that all Council projects are covered off in the strategic plan.

17. **Business brought forward**

Cllr Ross reported that a vehicle and trailer are regularly parked in the Fulda Crescent Play Area entrance and requested for yellow lines to be installed. It was agreed that this would be discussed in the future, alongside the play area questionnaire responses.

18. **Close**

Meeting closed at 6.45 pm

Signed
Chairman

Dated.....12-9-17.....