



**Minutes of Crediton Town Council's Property & Allotments Committee Meeting,
held on Tuesday, 10th January 2017, at 6.00 pm, at the Council Chamber, Market Street, Crediton**

Present: Cllrs Miss J Harris (Committee Chairman), Mr M Szabo, Mr A Wyer and Mr F Letch (part-meeting)

In Attendance: Mrs Emma Anderson, Assistant Clerk

52. To receive and accept apologies

It was **resolved** to receive and accept apologies from Cllr Mr Dan Webb. (Proposed by Cllr Szabo)

53. Declarations of Interest

None declared.

54. Public Question Time

There were no questions.

55. Order of Business

There were no changes to the order of business.

56. Chairman's and Clerk's Announcements

There were no announcements.

57. Property & Allotments Committee Minutes – To approve and sign as a correct record the minutes of the Property & Allotments Committee Meeting held on 8th November 2016. Copies had been circulated with the agenda. It was **resolved** to approve, and sign, the minutes of the Property & Allotments Committee Meeting held on 8th November 2016, as a correct record. (Proposed by Cllr Wyer)

58. Matters Arising

Page 9, minute number 46. Cllr Szabo asked why this item had also been included on tonight's agenda. The Assistant Clerk explained that after receiving another quote for these works immediately after the meeting, it was agreed to bring the item back to the Committee as only one quotation had been received previously.

59. 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 that there are two vacant plots at the Exhibition Road site and routine inspections would commence in the Spring.

b) To consider matters raised by the Boniface Allotments Association and agree a course of action.
None raised.

c) To consider matters and issues raised by allotment tenants and agree a course of action.
None raised.

60. Update on following:

- **Tree works at Barnfield**
The Assistant Clerk confirmed these works have been completed and inspected by Penni Tearle, Chair of the Boniface Allotment Association.
- **Tree works at Upper Deck**
Cllr Letch informed the Committee that he had been approached by Mr & Mrs Rowlands and they had expressed concern regarding the work carried out at Upper Deck and felt they hadn't been consulted. Due to this, Cllr Letch believes the Rowlands are no longer willing to be involved with the area.

The comments received from Mr & Mrs Rowlands were discussed and noted by the Committee. It was resolved to write to Mr & Mrs Rowlands thanking them for all their hard work and expressing the Committees regret that they do not feel that they can continue.

Cllr Letch left the meeting 6.13 pm

- **Oak tree in Peoples Park near to the Scout Memorial Garden**
The Assistant Clerk confirmed 1st Crediton Scouts held a tree planting ceremony at Peoples Park on Saturday, 17th December 2016 to plant a red oak to commemorate 100 years of cub scouts nationally.
- **Pressure washing**
The Assistant Clerk confirmed these works are scheduled to be completed within the coming weeks.
- **Various stonework**
The Assistant Clerk confirmed the works to the Scout Memorial Garden and Upper Deck have been completed and inspected. The works to the Bandstand will be completed in the coming weeks, as R J Brooks & Son are awaiting specific supplies.
- **Various paintwork**
The Assistant Clerk confirmed these works would be carried out in the Spring as the weather over the winter has not been suitable.
- **Flower trough**
The Assistant Clerk confirmed the flower trough was in place at Peoples Park.

61. To consider quotations received to repair the stonework around the St. Boniface Statue, 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 accept the quotation from F J Stevens & Son for £1,220.00 + VAT, with the money being allocated from the St Boniface Statue earmarked reserve. (Proposed by Cllr)

The Committee noted the advice received from F J Stevens & Son regarding the foundations of the St Boniface Statue and agreed to monitor the repairs made and act if necessary.

62. To consider and approve the Crediton Grounds Maintenance Tender Pack for 2017-2020. Documentation relating to this item had been issued with the agenda. It was resolved to approve the Crediton Grounds Maintenance Tender Pack for 2017-2020 and begin the tender process as soon as possible. (Proposed by Cllr Szabo)

The Assistant Clerk confirmed that an additional meeting would be required to assess the tender applications received. It was resolved to assess the Crediton Grounds Maintenance tender applications at a meeting held on Tuesday, 21st February 2017 at 6.00 pm. (Proposed by Cllr Harris)

- 63. To consider and approve the Crediton Grounds Maintenance Contract for 2017-2020. Documentation relating to this item had been issued with the agenda. It was resolved to approve the Crediton Grounds Maintenance Contract for 2017-2020. (Proposed by Cllr Szabo)
- 64. To review the weed spraying being carried out throughout the Town. The Assistant Clerk confirmed that the Council's long-term volunteer, Mr Bert Jewell, was happy to continue carrying out the weed spraying throughout the town as done in previous years. It was resolved for the Council to continue with its current arrangements relating to the weed spraying throughout the Town. (Proposed by Cllr Harris)

Cllr Wyer raised the issue of the amount of weeds on the Lords Meadow Industrial Estate, in particular Commonmarsh Lane around the junction with Marsh Lane. He queried whether Community Payback would be interested in taking this on as a project. The Assistant Clerk confirmed she would look into this.

- 65. To consider quotations received to clean the four bus shelters maintained by the Town Council bi-monthly during 2017 and agree a course of action. Copies of the quotations had been issued prior to the meeting. It was resolved to accept the quotation from Window Cleaners for £1260 + VAT, with the money being allocated from the Bus Shelter Cleaning budget and the remaining balance being covered by the Small Works/Various budget. (Proposed by Cllr Szabo)

The Assistant Clerk advised members that the existing sticky residue/markings on the bus shelters will not be able to be removed due to the nature of the Perspex sheets. The Assistant Clerk had started investigating the cost of replacing the sheets, however many companies had concerns that once the shelters were dismantled, due to their age, they may not be able to be reconstructed thus requiring new shelters altogether. Due to the high costs involved in such a project the Committee agreed to add this to its aims and objectives as detailed within the Council's Action Plan. It was agreed for this to involve considering ways in which the bus shelters can be improved and the different types of shelters available.

- 66. To review the Committee's aims and objectives as detailed within the Council's Action Plan. A copy of the Council's action plan had been issued with the agenda. The Assistant Clerk provided an update, highlighting the following:
 - The weed spraying has been carried out throughout the year and plans for 2017 weed spraying have been reviewed and agreed at this meeting.
 - The audit of all town street furniture is still ongoing. The central areas of Crediton have been audited, and the information has been entered into a spreadsheet, however the areas further afield will be completed in the Spring. This objective is still on track to be completed by June 2017 in readiness for the July Property & Allotments Committee meeting.
 - Brick wishing well planters have been refurbished.

- 67. **Business brought forward**
There was no business brought forward.

- 68. **Close**
The meeting closed at 6.33 pm.

Signed 
Chairman

Dated.....21-2-17.....