



**Minutes of Crediton Town Council's Property & Allotments Committee Meeting,
held on Tuesday, 8th November, at 6.00 pm, at the Council Chamber, Market Street, Crediton**

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

In Attendance: Mrs Emma Anderson, Assistant Clerk
Ms P Tearle, Chair of the Boniface Allotments Association
Mr L Elliot, Member of Boniface Allotments Association

Absent: Cllr Mr D Webb

34. To receive and accept apologies

No apologies were received.

35. Declarations of Interest

None declared.

36. Public Question Time

There were no questions.

37. Order of Business

There were no changes to the order of business.

38. Chairman's and Clerk's Announcements

There were no announcements.

- 39. Property & Allotments Committee Minutes** – To approve and sign as a correct record the minutes of the Property & Allotments Committee Meeting held on 13th September 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 13th September 2016, as a correct record. (Proposed by Cllr Wyer)

40. Matters Arising

Page 6, minute number 28 – Cllr Szabo asked if the work would be carried out before Remembrance Day. The Assistant Clerk confirmed that the contractors have the work scheduled to be completed before 11th November. Cllr Harris drew attention to the dirt that had been left on the pavement after the War Memorial bus shelter had been pressure washed. The Assistant Clerk confirmed she would raise this with the contractor

Page 6, minute number 28 – Cllr Szabo asked whether the sign had been reported as nothing had been done. The Assistant Clerk confirmed it had been reported but she would report it a second time.

41. 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 there are currently two vacant plots at the Exhibition Road site and members on the waiting list are being contacted.

b) To consider matters raised by the Boniface Allotments Association including the following and agree a course of action:

- **Request to install an additional tap at the Barnfield allotment site.** A copy of the request had been issued with the agenda. Mr Elliot explained that currently there are two taps at the Barnfield allotment site however due to their location there is a large proportion of plot holders that have to walk a long distance to collect water, which can be difficult for those with disabilities.

It was resolved for Mr Elliot to install an additional tap at the Barnfield allotment site for approximately £80, with the money being allocated from the Barnfield Allotments maintenance budget. (Proposed by Cllr Szabo)

c) To consider matters and issues raised by allotment tenants including the following and agree a course of action:

- **Request from allotment E9A to erect a shed in addition to the shed already located on the plot.** A copy of the request had been issued with the agenda. It was resolved to approve the request from allotment E9A to erect a shed in addition to the shed already located on the plot. (Proposed by Cllr Wyrer)

- 42. To consider a quotation to reduce the Ash, Hazel and Sycamore to hedge height and coppice one large section of Hazel at the Barnfield allotment site and agree a course of action.** A copy of the quotation had been issued with the agenda. It was resolved to accept the quotation from Urban & Rural Tree Services for £360 + VAT, with the money being allocated from the allotments ear marked reserve. (Proposed by Cllr Szabo)

Ms Tearle & Mr Elliot left the meeting at 6.18 pm

- 43. To discuss a quotation for recommended tree works at Upper Deck and agree a course of action.** This item had been requested by Cllr Szabo. A copy of the quotation had been issued with the agenda. It was resolved to accept the quotation from Urban & Rural Tree Services for £330 + VAT, with the money being allocated from the Upper Deck ear marked reserve. (Proposed by Cllr Szabo)
- 44. To consider a request from 1st Crediton Scouts to plant an Oak tree in Peoples Park near to the Scout Memorial Garden.** Further information had been issued with the agenda. It was resolved to approve the request from 1st Crediton Scouts to plant an Oak tree in Peoples Park near to the Scout Memorial Garden, with delegated responsibility being given to the Chair and Assistant Clerk regarding the exact location. (Proposed by Cllr Szabo)

Members agreed for 1st Crediton Scouts to contact Ross Andrews, Urban & Rural Tree Services, to gain advice as to the best location.

- 45. To consider quotations received for the various pressure washing required throughout the town, following the annual property inspection, and agree a course of action.** Copies of the quotations had been issued prior to the meeting.

It was resolved to accept the quotations from The Window Cleaners to pressure wash the following:

- St Boniface Statue - £150 + VAT, with the money being allocated from the Boniface Statue general maintenance & cleaning budget.
- Newcombes Meadow Bandstand - £225 + VAT, with the money being allocated from the Bandstand budget and any overspend being taken from the General Fund, subject to full Council approval.
- Millenium Cross - £60 + VAT, with the money being allocated from the General Fund, subject to full Council approval.
- Upper Deck - £220 + VAT, with the money being allocated from the Upper Deck budget.

(Proposed by Cllr Szabo)

FFH

46. To consider quotations received for the various stonework required throughout the town, following the annual property inspection, and agree a course of action. Copies of the quotations had been issued prior to the meeting.

It was resolved to accept the quotations from R J Brooks & Son to carry out work to the following:

- St Boniface Statue - £3,100 + VAT, with the money being allocated from the General Fund, subject to full Council approval.
- Newcombes Meadow Bandstand - £340 + VAT, with the money being allocated from the Bandstand budget and any overspend being taken from the General Fund, subject to full Council approval.
- Scout Memorial Garden - £525 + VAT, with the money being allocated from the Peoples Park budget.
- Upper Deck - £450 + VAT, with the money being allocated from the Upper Deck ear marked reserve.

(Proposed by Cllr Szabo)

47. To consider quotations received for the various paintwork required throughout the town, following the annual property inspection, and agree a course of action. Copies of the quotations had been issued prior to the meeting.

It was resolved to accept the quotations from A.R. Davey Ltd to paint the following:

- Newcombes Meadow Bandstand - £30 + VAT, with the money being allocated from the Bandstand budget and any overspend being taken from the General Fund, subject to full Council approval.
- Peoples Park Wildlife Area - £161 + VAT, with the money being allocated from the Peoples Park budget and any overspend being taken from the Wildlife Area ear marked reserve.
- Scout Memorial Garden - £308 + VAT, with the money being allocated from the Peoples Park budget.

(Proposed by Cllr Harris)

48. To consider purchasing a plant suitable for the flower trough located behind the Peoples Park Road sign and agree a course of action. It was resolved to allocate £100 from the Peoples Park Budget to purchase a plant suitable for the flower trough located behind the Peoples Park Road sign. (Proposed by Cllr Wyer)

49. To discuss this Committee's aims and objectives for the next six years in order for them to be considered in the development of Crediton Town Council's Strategic Plan.
The Committee agreed that the engraving on the St Boniface Statue needs attention, with it either being re-engraved or a plaque being installed, and requested that this be added to the Strategic Plan.

50. Business brought forward
There was no business brought forward.

51. The meeting closed at 6.40 pm.

Signed ... 
Chairman

Dated... 10-1-17 -