



**Minutes of Credition Town Council's Property & Allotments Committee Meeting,
held on Tuesday, 8th May 2018, at 6.00 pm, at the Council Chamber, Market Street, Credition**

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

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

96. To receive and accept apologies

None received.

97. Declarations of Interest

None declared.

98. Public Question Time

There were no members of the public present.

99. Order of Business

There were no changes to the order of business.

100. Chairman's and Clerk's Announcements

There were no announcements.

101. Property & Allotments Committee Minutes - To approve and sign as a correct record the minutes of the Property & Allotments Committee meeting held on 13th March 2018. 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 March 2018, as a correct record. (Proposed by Cllr Szabo)

102. Matters Arising

None.

103. 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 first inspection, 14 non-cultivation notices had been sent and 5 care & cultivation letters. The plots are due to be re-inspected on Thursday, 17th May 2018. There is currently one vacant plot and three people on the waiting list.

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 any actions. Ms Tearle advised members that a few allotment holders had approached her regarding the damaged fence at the Barnfield allotment site. She has advised them that this is in hand. There have also been a few concerns regarding the condition of certain allotment plots, however this will be addressed during the next inspection.

JH

- d) **To receive an update on the installation of new number posts on the allotment sites.** Ms Tearle confirmed this project is complete. 53 posted have been numbered and installed, there are just 8 posts that have been given to allotment holders to number themselves. Cllr Harris thanked Ms Tearle on behalf of the Committee for her work on this project, as it would not have been achieved without her.
- e) **To receive an update on the current water provision at the allotment sites.** The Assistant Clerk advised members that there was no information on Mid Devon District Council's (MDDC) website regarding its water butt scheme however a local resident has offered two water butts to the Town Council, free of charge. Ms Tearle explained that the main issue with using water butts is finding a location to get water run-off. The butts would need to be covered for health and safety reasons, therefore some sort of shed or shed-like construction would be required to enable water run-off. Members discussed the possibility of building a simple construction of 4 posts with a corrugated roof or purchasing a second-hand shed that could also be used to store supplies that are available for all allotment holders to use.

It was agreed for the Assistant Clerk to investigate possible options with Ms Tearle and report back to the Committee

- f) **To receive an update on the boundary wall at the Moffats Land allotment site and agree any actions.** The Assistant Clerk advised members that further quotations needed to be obtained for this work due to the cost of the works being agreed. Four other contractors had been contacted to provide a quote and sent a follow up email, however none of the contractors responded or quoted for the work. As no other quotes had been received it was **resolved** to instruct R J Brooks & Son to carry out the works as agreed at the previous committee meeting held in March. (Proposed by Cllr Harris)

The Assistant Clerk advised that the work would take place after the growing season as the work will affect one of the allotment plots, therefore the Council need to give the allotment holder sufficient notice of the works taking place.

Ms Tearle left the meeting at 6.12 pm

104. To receive an update on the following works:

- **Bench at Lanscore**
The bench is currently being repaired and should be complete by the end of the week.
- **Memorial Bench at Peoples Park**
The works have been completed and inspected.
- **Planter outside Lloyds Bank**
Now that the weather is improving, the works should be completed in the next two weeks.
- **Lucombe Oak sapling**
The works have been completed and inspected. Cllr Ross asked whether the tree had been watered. The Assistant Clerk confirmed the contractors watering the hanging baskets will be contacted to discuss adding the Lucombe Oak to the watering schedule.
- **Repairs to small bench at Peoples Park**
Now that the weather is improving, the works should be completed in the next two weeks.

SAT

➤ **Request for volunteers to clean the bus shelters on the High Street**

The Town Clerk contacted the individual that sent the initial request to arrange a meeting and a response has not yet been received.

➤ **Relocation of bin to bus stop by Wellparks**

Mid Devon District Council has confirmed the works have been completed.

- 105. To consider and assess quotations received for Quantified Tree Risk Assessments to be carried out on all Town Council owned land and appoint a contractor.** Copies of the quotations had been issued with the agenda. It was **resolved** to accept the quotation received from A.M. Lane Ltd at total cost of £780 + VAT. (Proposed by Cllr Harris)

- 106. To consider quotations to install a plaque on the tree guard surrounding the Lucombe Oak in Peoples Park and agree any actions.** Copies of the quotations had been issued prior to the meeting. The Assistant Clerk provided members with a copy of the proposed wording which was provided by the individual who donated the sapling. It was **resolved** to accept the quotation received from S.P. Rowe for a 5 x 7-inch engraved brass plate at a total cost of £74 including VAT, with the following wording being used:

"I am "Vita", sapling off-shoot of the ancient Lucombe Oak which grew in Newcombes Meadow, Crediton. Rescued in the Autumn of 2017, I have been replanted in Peoples Park by Crediton Town Council, for the enhancement of this green space and the pleasure of future generations of Crediton Town."

(Proposed by Cllr Ross)

- 107. To receive an update on advertising the land at Stonypark and agree any actions.** The Assistant Clerk circulated a copy of the draft advert to all members as well as the supporting information that will be sent to interested parties. This advert will be in the Council noticeboards and on the Council website until 29th June 2018. The interest received will then be considered at the next meeting scheduled for July. It was **resolved** to approve both the Stonypark advert and supporting information. (Proposed by Cllr Ross)

- 108. To review and evaluate the Committee's aims and objectives against the Council's Strategic Plan.** A copy of the Committee's aims and objectives had been issued prior to the meeting. Members agreed the Committee is on track to achieve its aims and objectives as outlined in the strategic plan.

Cllr Szabo requested for the painting of the BT telephone box on St Lawrence Green to be added to the strategic plan. The Assistant Clerk confirmed she would contact BT to find out if they would be willing to paint the telephone box like they did previously. It was acknowledged that as this sat outside the Council's remit it was not an item for the strategic plan.

109. Close

The meeting closed at 6.28 pm

Signed
Chairman

Dated..... 10-7-18.....