



Minutes of Crediton Town Council's Property & Allotments Committee Meeting,
held on Tuesday, 14th March 2017, at 6.00 pm, at the Council Chamber, Market Street, Crediton

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

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

75. To receive and accept apologies

No apologies were received. The Assistant Clerk advised members that Cllr Dan Webb had resigned from the Council with immediate effect.

76. Declarations of Interest

None declared.

77. Public Question Time

There were no members of the public present.

78. Order of Business

There were no changes to the order of business.

79. Chairman's and Clerk's Announcements

Assistant Clerk:

- A recent drink driving incident involved a vehicle driving over the grass at Peoples Park. The damage appeared minimal but the Assistant Clerk confirmed it will be looked at to ascertain whether any works are required.

80. Property & Allotments Committee Minutes – To approve and sign as a correct record the minutes of the Property & Allotments Committee Meeting held on 21st February 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 21st February 2017, as a correct record. (Proposed by Cllr Wyer)

81. Matters Arising

No matters arising.

82. 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 no vacancies across all three allotment sites. One tenant has given one month's notice, but there are individuals lined up on the waiting list.

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

JH.

- c) **To consider matters and issues raised by allotment tenants and agree a course of action.**
None raised.
- d) **To discuss making the Exhibition Road allotment site more accessible and agree any actions.** The Assistant Clerk advised members that this issue had been brought to the attention of the Town Clerk by an existing allotment holder who has mobility issues themselves and whose wife permanently uses a mobility scooter. After this discussion, the Assistant Clerk, Town Clerk, Cllr Letch, Ms Tearle and Mrs Yvonne Pope, Crediton & District Access Group, had met with the allotment holder and his wife at the Exhibition Road allotment site to discuss the options available.

It was agreed that the best option would be to improve the accessibility via the bottom gate on Hedgerow Close. This would involve the following:

- Installing a dropped kerb
- Widening the gate entrance and fitting a new gate
- Widening the path over the drainage pipe
- Installing a path 1.5m wide x 30m long and an area for turning

This project would enable 5 of the allotment plots to become more accessible to those with impaired mobility. The Assistant Clerk explained that quotations had been obtained for the various works and it is estimated that the project will cost a total of approximately £5,000. Now that an idea of the costs involved has been obtained, grant funding options will be investigated. It is hoped that this project can be completed by May.

It was **resolved** to give the Town Clerk & Assistant Clerk delegated authority to apply for grant funding and progress with the project. (Proposed by Cllr Szabo) It was further **resolved** to recommend to full Council for £5,000 to be allocated from the general fund to fund the project should applications for grant funding prove unsuccessful. (Proposed by Cllr Szabo)

Ms Tearle left the meeting at 6.15 pm

83. To receive an update from the Assistant Clerk on the following:

- **Pressure washing**
The Assistant Clerk confirmed these works have been completed and inspected.
- **Various stonework**
The Assistant Clerk confirmed that she is awaiting an update from R J Brooks & Sons.
- **Various paintwork**
The Assistant Clerk confirmed that A R Davey have all of the works scheduled in and have just started to begin outside work this week.
- **St Boniface Statue stonework**
The Assistant Clerk confirmed that F J Stevens will be completing the work this month.

Sil

- **Weed clearance on Lords Meadow Industrial Estate**

The Assistant Clerk confirmed these works have been completed and inspected. The work was completed by Community Payback at a cost of £160 + VAT.

- **Bus shelter cleaning**

The Assistant Clerk confirmed the first clean has been completed and inspected.

84. **To discuss the Crediton Grounds Maintenance Contract for 2017-2020 and agree a course of action.** Further information relating to this item had been issued with the agenda. The Assistant Clerk confirmed that within Hooper Services' Peoples Park Grounds Maintenance contract for 2014-2017 an adjustment was made as residents were not happy with the use of weed killer along the paths. Instead of weed killer, Hooper Services included additional strimming within the grass cutting costs. It was **resolved** to amend the contract to allow for Hooper Services to charge £190 per grass cut which covers the additional weed strimming. (Proposed by Cllr Harris)
85. **To consider a quotation to purchase a St Saviours Way car park sign that can be located in the alleyway leading to the car park and agree a course of action.** Copies of the quotations had been issued prior to the meeting. It was **resolved** to purchase two St Saviours Way car park signs from Touchwood Signs at a total cost of £110 + VAT and install them on both walls within the alleyway, subject to obtaining permission from the owners of the two premises. (Proposed by Cllr Szabo)
86. **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 Committee noted the Action Plan. The Assistant Clerk advised members to start thinking about anything they would like adding to the 5 Year Action Plan, as this would be an item on the next agenda.
87. **Business brought forward**
None.

PART TWO

88. It was **resolved** that under section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 that the public and press be excluded from the meeting for the following items as it involves the likely disclosure of sensitive and confidential information. (Proposed by Cllr Harris)
89. **To consider correspondence received in relation to the land at Stonypark.** Copies of the correspondence had been issued with the agenda. Due to the confidential nature of this item no further information can be disclosed at this time.
90. **Close**
The meeting closed at 6.35 pm

Signed

Chairman

Dated 9-5-17 -