



Credition Town Council



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Minutes of Credition Town Council's Property & Allotments Committee Meeting, held on Tuesday, 9th June 2015, at 6pm, at the Council Chamber, Market Street, Credition

Present: Cllrs Miss J Harris, Mr M Szabo, Mr D Webb and Mr A Wyer

In Attendance: Miss E Lucas, Assistant to the Town Clerk & Mayor

- 1 **To elect the Committee Chairman for 2015-2016**
It was resolved for Cllr Harris to be Committee Chairman for 2015-2016. (Proposed by Cllr Wyer)
- 2 **To elect the Committee Deputy Chairman for 2015-2016**
It was resolved for Cllr Szabo to be Committee Deputy Chairman for 2015-2016. (Proposed by Cllr Harris)
- 3 **To receive and accept apologies**
No apologies were received.
- 4 **Declarations of Interest**
None declared.
- 5 **Public Question Time**
There were no questions.
- 6 **Order of Business**
There were no changes to the order of business.
- 7 **Chairman's and Clerk's Announcements**
There were no announcements.
- 8 **Property & Allotments Committee Minutes – To approve and sign as a correct record the minutes of the Property & Allotments Committee Meeting held on 10th March 2015.**
Copies had been circulated with the agenda. It was **resolved** to approve, and sign, the minutes of the Property & Allotments Committee Meeting held on 10th March 2015, as a correct record. (Proposed by Cllr Szabo)
- 9 **Matters Arising**
There were 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 advised members that there are currently two vacant plots on Exhibition Road. These plots have been advertised on both Twitter and Facebook as the Council does not have anybody on the waiting list for Exhibition Road.
The Assistant also explained that one Notice To Quit had been issued, however this had currently been suspended until a meeting had taken place with the plot holder.
 - **Allotment boundaries encroaching on access paths**
The main issues regarding allotment boundaries have been dealt with and the particular plot holder had cooperated well with the Clerk and Boniface Allotment Association to resolve the issue.

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➤ **Plots being overshadowed by neighbouring trees and plants**

The main issues, regarding plots being overshadowed by neighbouring trees and plants, have been dealt with and the particular plot holder had cooperated well with the Clerk and Boniface Allotment Association to resolve the issue.

b) To consider matters raised by the Boniface Allotments Association.

None raised.

c) To consider matters and issues raised by allotment tenants

None raised.

11 To receive a recommendation from the Boniface Allotment Association to amend Boniface Allotment Association Rules by including the following wording to rule 7:

'Permission must be sought from the Town Council for any plot to have more than 4 trees on it'

It was resolved to amend the Boniface Allotment Association rules by including the following wording to rule 7:

'Permission must be sought from the Town Council for any plot to have more than 4 trees on it.'

(Proposed by Cllr Szabo)

12 To consider quotations for the maintenance of the boundary hedges at Exhibition Road allotments. Copies of the quotations had been issued with the agenda. It was resolved to accept the quotation received from Urban & Rural Tree Services for £540 +VAT to carry out the initial maintenance, with the money being allocated from the Allotments Ear Marked Reserve budget, and a further £360 +VAT per year to maintain the hedges for the next three years, from 2016-18, which will be incorporated within the Council's annual budget. (Proposed by Cllr Wyer)

13 To consider quotations for the re-instatement of the top path situated at Exhibition Road allotments. Copies of the quotations had been issued with the agenda. It was resolved to accept the quotation received from Urban & Rural Tree Services for £460 +VAT, with the money being allocated from the Allotments Ear Marked Reserves budget. (Proposed by Cllr Wyer)

14 To receive an update on the work carried out to the burst water pipes at Barnfield and Moffatts Land allotments. The Assistant advised members that Walter Beaumont Ltd were instructed to fix both burst water pipes at a cost of £500 +VAT at the Barnfield allotments and £200 +VAT at Moffatts Land allotments. Both problems are now fixed and the Clerk recommends using Walter Beaumont Ltd in the event that any problems arise in the future.

15 To consider the following property inspection reports and agree a course of action:

- **War Memorial Bus Shelter**
- **War Memorial**
- **St Boniface Statue update**
- **Bandstand update**

A copy of the inspection reports had been issued with the agenda. The Assistant explained that the remaining property inspections would be completed in due course.

Members were also advised that the St Boniface Statue had now been cleaned free of charge by F. J. Stevens & Sons and that a new contractor had been instructed to fix the bandstand electricity box. It was resolved to accept the recommendations within the property inspection reports and to proceed with obtaining quotations for the various works. (Proposed by Cllr Szabo)

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16 To consider quotations for undertaking repairs to the War Memorial Bus Shelter.

The Assistant explained that 6 companies had been contacted and asked to quote for the works required, however after numerous chasing only two quotations had been received.

The Assistant advised members to consider agenda items 16 & 17 simultaneously, as the Council could benefit from a discount by instructing the same contractor to complete the works to both the War Memorial Bus Shelter and the War Memorial.

Copies of the quotations, for undertaking various repairs to the War Memorial Bus Shelter and at the War Memorial, had been issued with the agenda. It was **resolved** to accept the quotation received from R J Brooks & Son to complete the works to both the War Memorial Bus Shelter and the War Memorial for £1106.25 +VAT, with the money being allocated from the War Memorial Pointing Ear Marked Reserve budget. (Proposed by Cllr Szabo)

Members requested for this work to be completed prior to Remembrance Sunday.

Cllr Harris asked for the Clerk's Office to check ownership of the wall surrounding the War Memorial before instructing the contractor to proceed with the works.

17 To consider quotations for undertaking various repairs at the War Memorial. Please see agenda item 16 above.

18 To receive an update on the maintenance of Upper Deck. The Assistant advised members that Mr K Hooper had cleared the green moss at Upper Deck and the site was looking much cleaner.

19 To consider quotations for repairing the cracks in the concrete coping at Upper Deck. Copies of the quotations had been issued with the agenda. Cllr Szabo advised members that a local tree surgeon had explained that the two Sycamore trees at Upper Deck were the cause of the cracks and therefore if the cracks were repaired it is likely that they will only reoccur. It was **resolved** to defer instructing a contractor to repair the cracks until the cause of the cracks had been investigated further. (Proposed by Cllr Szabo)

20 To consider quotations for the painting of the bench at Upper Deck. Copies of the quotations had been issued with the agenda. It was **resolved** to accept the quotation received from A R Davey Painters & Decorators for £65 +VAT, with the money being allocated from the Upper Deck budget, under scheduled maintenance. (Proposed by Cllr Szabo)

Members requested for this work to be completed prior to the 100th Anniversary of Upper Deck.

21 To consider quotations for the painting of the five fingerposts owned by the Town Council. Copies of the quotations had been issued with the agenda. It was **resolved** to accept the quotation from A R Davey Painters & Decorators for £820 +VAT, with the money being allocated from the Street Furniture & Small Works Ear Marked Reserve budget. (Proposed by Cllr Harris)

22 To consider quotations for repairing the brick planters located at QE Drive & Creedy Corner. Copies of the quotations had been issued with the agenda. It was **resolved** to accept the quotation from Andrew Pike Builders for £435 +VAT, with the money being allocated from the Repair of Brick Planters Ear Marked Reserve budget. (Proposed by Cllr Wyer)

23 To consider quotations for the building of a new brick planter around the new CREDITON sign on Exeter Road, near the entrance to Tesco. Copies of the quotations had been issued with the agenda. It was **resolved** to accept the quotation received from R J Brooks for £600 +VAT, with the money being allocated from the Repair of Brick Planters Ear Marked Reserve budget. (Proposed by Cllr Webb)

The Assistant advised members that the Council would need to apply for a license as the

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planter would be situated on Devon Highways land.

- 24 To consider quotations for the removal of two tree stumps at Peoples Park.** Copies of the quotations had been issued with the agenda It was **resolved** to accept the quotation received from Urban & Rural Tree Services for £210+VAT, with the money being allocated from the Peoples Park maintenance budget. (Proposed by Cllr Szabo)
- 25 To consider quotations to crown lift 1 Horse Chestnut tree, situated at the bottom of the concrete steps of the Peoples Park wildlife area, to 4 metres above ground level by removing secondary branches only.** Copies of the quotations had been issued with the agenda. It was **resolved** to accept the quotation received from Urban & Rural Tree Services for £30 +VAT, with the money being allocated from the Peoples Park maintenance budget. (Proposed by Cllr Webb)
- 26 To consider an event to mark the 100th anniversary of the building of Upper Deck.** Member discussed the different ways that the Council could mark the event. It was **resolved** for the Council to hold a short service/presentation on Saturday 22nd August at 11.00 am (Proposed by Cllr Szabo)

It was agreed for the Council office staff to

- Contact Reverend Nigel Guthrie to discuss holding a short service
- Ask Cllr Letch to give a speech
- Contact the Royal British Legion to discuss how they would like to be involved
- Invite the Army Cadets
- Invite the lead member of the committee involved in the refurbishment of Upper Deck
- Invite Richard & David Adams
- Send letters to residents on Avranches Avenue to inform them of the event
- Advertise the event in the Crediton Courier
- Investigate the purchase of a plaque that reads
"This plaque has been placed here by the Town Council to commemorate the 100th anniversary of the opening of Upper Deck" "August 2015"

It was further **resolved** to allocate a maximum of £200 from Ear Marked Reserves, under Upper Deck, in order to fund the event. (Proposed by Cllr Szabo)

- 27 To receive a progress report on the refurbishment of the Jockey Hill fingerpost.** Cllr Szabo advised members that Mr Martin Binks still has the fingerpost and had purchased the wood and aluminium letters in order to repair it. Cllr Szabo also suggested offering to reimburse Mr Binks to cover the costs of the repair. It was **resolved** to allocate a maximum of £200 from the Street Furniture and Small Works Ear Marked Reserve budget, and to give the Clerk authority to recompense Mr Binks provided the necessary claim forms and receipts had been received. (Proposed by Cllr Szabo)

28 Business Brought Forward

Cllr Szabo:

- Explained that Derek Rowe, Royal British Legion, had kindly painted the small fence by Blagdon Place. Cllr Szabo requested for a thank you card/letter to be sent to Mr Rowe in order to thank him for his contribution to the Town.
- Acknowledged the noticeable difference in the Town's appearance, following the weed spraying carried out by Mr Bert Jewell. Cllr Szabo requested the Council's thanks were passed on to Mr Jewell.

29 Close

The meeting closed at 6.59 pm

Signed...  Date: 1-9-15.....
(Chairman)