



**Minutes of Crediton Town Council's Property & Allotments Committee Meeting,
held on Tuesday, 1st September 2015, at 6pm, at the Council Chamber, Market Street, Crediton**

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

In Attendance: Miss E Lucas, Assistant to the Town Clerk & Mayor
Ms Penni Tearle, Chairman of the Boniface Allotment Association

30 To receive and accept apologies

Apologies were received and accepted from Cllr Webb. (Proposed by Cllr Wyer)

31 Declarations of Interest

Cllr Wyer declared a personal interest as an allotment tenant at the Exhibition Road Allotment site.

32 Public Question Time

There were no questions.

33 Order of Business

There were no changes to the order of business.

34 Chairman's and Clerk's Announcements

There were no announcements.

35 Property & Allotments Committee Minutes – To approve and sign as a correct record the minutes of the Property & Allotments Committee Meeting held on 9th June 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 9th June 2015, as a correct record. (Proposed by Cllr Szabo)

36 Matters Arising

There were no matters arising.

37 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 one Notice To Quit had been issued last week. Ms Tearle informed members that the allotment tenant is likely to strongly contest the NTQ, however the plot has been an ongoing issue.

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

Ms Tearle thanked the Council, on behalf of the BAA, for awarding the hedging and path contracts to Urban & Rural Tree Service Ltd. Ms Tearle explained that the contractors had done a very good job and plot holders were pleased.

- c) **To consider matters and issues raised by allotment tenants**
None raised.

38 To receive an update from the Clerk on the following matters:

- **maintenance of the boundary hedges at Exhibition Road allotments**
The hedge works have been completed and inspected.
- **re-instatement of the top path situated at Exhibition Road allotments**
The path works have been completed and inspected. Ms Tearle explained that the woodchip along the path may need maintaining annually, members agreed for the Assistant to discuss with Urban & Rural Tree Services Ltd whether this is something that could be carried out when undertaking the yearly maintenance of the hedges.

Ms Tearle left the meeting at 6.10 pm

- **repairs to the War Memorial Bus Shelter**
The works to the War Memorial Bus Shelter have been completed and inspected. R J Brooks advised the Clerk that the wood on the window frames needed treating. Members suggested asking A R Davey Painters & Decorators to complete the work and also agreed to try and arrange for the work to be completed whilst another job is being carried out as it is only a small job.
- **various works at the Town War Memorial**
The various works at the Town War Memorial have been completed and inspected.
- **painting of the bench at Upper Deck**
The painting of the bench have been completed and inspected.
- **painting of the fingerposts**
The painting of the fingerposts have been completed and inspected. A sixth fingerpost, located outside of Charlesworth Nicholl, was also painted for an additional cost of £174 +VAT as it was established that the Council owned this fingerpost. The fingerpost has now been added to the asset register.
- **building of a new brick planter around the new CREDITON sign on Exeter Road, near the entrance to Tesco**
The building of a new planter has not yet commenced. The Council is awaiting assistance from Stephen Tucker, returning Highways Officer, in order to complete the necessary licence. Cllr Szabo explained that there is another entrance sign at Jockey Hill and suggested building a brick planter around this sign also. Members agreed to defer this decision until the next financial year.
- **removal of two tree stumps at Peoples Park**
The removal of the tree stumps has been completed and inspected.
- **tree works in Peoples Park**
The tree works at Peoples Park have been completed and inspected.

It was resolved to note the above updates. (Proposed by Cllr Harris)

- 39 To consider adding another row of bricks to the brick planters located at QE Drive, Creedy Corner and Exeter Road and agree a course of action.** The Assistant advised members that Jenni Pitts, who plants the existing planters, had requested that the depth of planters be increased in order to increase the depth of soil.

At the last Property & Allotments Committee meeting, it was resolved to accept the quotation received from Andrew Pike Builders, to repair the existing brick planters, for a total cost of £435 +VAT (minute no.22). Whilst obtaining quotations for this additional work, the Assistant was advised by Andrew Pike that his previous quotation was in fact £435 +VAT per planter, therefore a total cost of £870 +VAT. As the Committee accepted the quotation from Andrew Pike Builders on the understanding that it was a total cost £435 +VAT, it was resolved to reconsider the quotations received to repair the existing brick planters. (Proposed by Cllr Szabo)

It was further resolved to accept the quotation from R J Brooks & Son Ltd, to repair the brick planters located at QE Drive & Creedy Corner, for a total cost of £575 +VAT. (Proposed by Cllr Szabo)

Members agreed to add another row of bricks to the brick planters located at QE Drive, Creedy Corner and Exeter Road and for the Assistant to obtain new quotations for the additional rows from R J Brooks & Son Ltd. It was resolved to allocate a maximum of £1,500, from the Repair of brick planters Earmarked Reserve budget, to repair the existing planters, adding an additional row of brick, and build the new planter with the additional depth.

- 40 To discuss the maintenance of Upper Deck and agree a course of action including repairing the cracks in the concrete coping.** Members agreed that it would be beneficial to get a second professional opinion on the trees at Upper Deck and advice regarding the most appropriate action. It was resolved for the Assistant to contact Ross Andrews, Urban & Rural Tree Services, and ask him to assess the tree work at Upper Deck, including the possible cause of cracks, and advise the Council accordingly.

Cllr Harris had been approached by Mrs Gill Rowlands, who voluntarily maintains the planted area at Upper Deck, as an Acer plant she had planted had been removed. It was agreed for the Assistant to look into this.

- 41 To consider quotations for raising the crown on trees overhanging the top path at Peoples Park.** Copies of the quotations had been issued prior to the meeting. It was resolved to accept the quotation received from Urban & Rural Tree Services Ltd for £360 +VAT, with the money being allocated from the Peoples Park maintenance budget, and to review the need for woodchip after the tree works had been completed. (Proposed by Cllr Szabo)
- 42 To consider quotations for spreading woodchip along the top path at Peoples Park.** Copies of the quotations had been issued with the agenda. Members agreed under minute no. 41 above to review the need for woodchip after the tree works had been completed.

The Assistant advised members that Hooper Services have already delivered two loads of woodchip, at a value of £120 +VAT, without authorisation from the Council. Hooper Services have been made aware that this work was not authorised and therefore it is at the Committee's discretion as to whether to pay for the loads already delivered.

It was resolved to pay Hooper Services for the 2 loads of woodchip at a cost of £120 +VAT, with the money being allocated from the Peoples Park maintenance budget. (Proposed by Cllr Harris).

Members requested that Hooper Services are informed that in the future they must await authorisation.

- 43 To receive a progress report on the refurbishment of the Jockey Hill fingerpost. A copy of the report from Mr Martin Binks had been issued with the agenda. Members noted the report.

Cllr Szabo explained that another fingerpost was located at Red Hill Cross, therefore is the responsibility of Sandford Parish Council. Cllr Szabo suggested mentioning the condition of this fingerpost to Judi Binks, as District Councillor for Sandford and Creedy.

- 44 To consider creating a team of volunteer painters who can paint the street furniture in the town. This item has been requested by Cllr Szabo. Cllr Szabo explained that he had seen that Brixham have a team of volunteer painters and he thought this would be a good idea for the Committee to consider, in order for the appearance of street furniture, such as bollards, to be maintained. Members were happy for the Council to supply the materials in order that a team of volunteers could carry out the painting. It was agreed for the Assistant to discuss this with Devon County Council and get permission to paint street furniture, such as bollards.

- 45 To consider purchasing an additional 4 flower towers for placing at the junction of Western Road and Lanscore. This item has been requested by Cllr Szabo. Cllr Szabo explained that the intention of this suggestion, along with the agenda item below, was to enhance the appearance of this junction and the entrance to the Town. It was resolved to request for this item to be considered at the next Floral Crediton Committee Meeting. (Proposed by Cllr Szabo)

- 46 To consider building a raised bed on the pavement in front of college house near the junction of Western Road and St Martins Lane. This item has been requested by Cllr Szabo. It was resolved to request for this item to be considered at the next Floral Crediton Committee Meeting. (Proposed by Cllr Szabo)

- 47 To consider repainting the plaque on the Charlesworth Nicholl building which mentions the great fire of Crediton. This item has been requested by Cllr Szabo. The Assistant circulated an image of the plaque in its current state. Members agreed for the plaque to be cleaned and the wood to be replaced. Members suggested contacting A R Davey Painters & Decorators and Adam Blake to see what they would recommend.

- 48 **Business Brought Forward**
Cllr Szabo requested an update on the damage to the Bandstand. The Assistant explained that the Council were still awaiting a quotation from R J Brooks.

- 49 **Close**
The meeting closed at 6.56 pm

Signed.....
(Chairman

Date: 10-11-15

Initials