



**Minutes of Credition Town Council's Property & Allotments Committee Meeting,
held on Tuesday, 13th September 2016, at 6.00 pm, at the Council Chamber, Market Street, Credition**

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

In Attendance: Mrs Clare Dalley, Town Clerk
Ms P Tearle, Chair of the Boniface Allotments Association

18. To receive and accept apologies

It was resolved to receive and accept apologies from Cllrs Mr D Webb. (Proposed by Cllr Wyer)

19. Declarations of Interest

There were no interests declared.

20. Public Question Time

There were no questions.

21. Order of Business

There were no changes to the order of business.

22. Chairman's and Clerk's Announcements

There were no announcements.

23. Property & Allotments Committee Minutes – To approve and sign as a correct record the minutes of the Property & Allotments Committee Meeting held on 12th July 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 12th July 2016, as a correct record. (Proposed by Cllr Wyer)

24. Matters Arising

There were no matters arising.

25. 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 Clerk advised that there was considerable movement on the allotments at the present time, this is mainly due to the time of year and the new rent period due to begin in October. Several tenants have given notice and several non-cultivation notices had been issued.

➤ **Annual allotment rent increase**

It was resolved to increase the allotment rents by one pence to 20 pence per square metre from 1st October 2016. (Proposed by Cllr Wyer)

➤ **Rent discounts**

The Clerk requested that Ms Tearle receive a 100% discount on her allotment rent, as recognition for the amount of time she has invested in monthly allotment inspections, liaising with existing and new tenants, which included showing every new tenant the plots available and offering help and support. This has resulted in a significant saving in Council

Initials 

Officer time. It was resolved that Ms Tearle receive a 100% discount on her allotment rent, which is due on 1st October 2016. (Proposed by Cllr Harris)

The Clerk requested Mr Wreford receive a 50% discount on his allotment rent. Mr Wreford has been subject to a large quantity of fly tipping on his allotment plot during 2016. It was going to cost over £100 for the Town Council to move it, so Mr Wreford moved it himself. It was resolved that Mr Wreford receive a 50% discount on his allotment rent, which is due on 1st October 2016. (Proposed by Cllr Harris)

b) **To consider matters raised by the Boniface Allotments Association**
There were no matters raised.

c) **To consider matters and issues raised by allotment tenants**
A complaint has been received from an allotment tenant as he is sandwiched between two uncultivated plots. The Clerk confirmed actioned is being taken.

A plot holder is concerned about a tree at the bottom of his plot. Previously the tenant has made efforts to keep it at a reasonable height and size, but it is now pretty big, and is casting a shadow over a large proportion of the plot. The Clerk confirmed that she and Ms Tearle will be looking into it.

Ms Tearle left the meeting at 6.12 pm.

26. **To receive an update from the Clerk on the following matters:**

- **Cleaning the brass plates inside the Peoples Park Scout Memorial Garden**
This work has been completed by the Scouts.
- **The Quantified Tree Risk Assessment and resulting works**
Tony Lane has been instructed to carry out priority code 1 works plus work to a tree in Stonypark, which has been identified by Devon County Council as requiring remedial works and was on the Town Council's list as a priority 3.
- **Flower trough located behind the Peoples Park Road sign**
The Clerk confirmed Bert Jewell will be moving the flower trough to Peoples Park in the next few weeks. Mr Jewell will also be planting up the central holder, leaving the other two free for grit bags.
- **St Boniface Statue**
Following the property inspections there is more work required to the statue and it's surround, so quotations for all the works have been requested.

27. **To discuss paying an honorarium to a volunteer undertaking large amounts of work for the Town Council.** The Clerk advised that Mr Jewell has been undertaking a large amount of work for the Town, free of charge as a volunteer, for many years. It was resolved to pay an Honorarium of £300 to Mr Jewell, reviewable on an annual basis. (Proposed by Cllr Harris)

28. **To consider the following property inspection reports and agree a course of action:**

- **War Memorial Bus Shelter**
- **War Memorial**
- **Jamie Fleming Memorial Bench**
- **St Boniface Statue**
- **Bandstand**

initials 

- Peoples Park Wildlife Area
- Peoples Park Scout Memorial Garden
- Millennium Cross
- Upper Deck

A copy of the inspection reports had been issued with the agenda. The property inspections were considered and noted. It was resolved for the Clerk's office to obtain quotations for the works required, with priority being given to the War Memorial and its surrounding area in readiness for Remembrance Sunday.

29. To discuss leasing the following three facilities from Mid Devon District Council, for a term of 25 years at a peppercorn rent, and agree how the Town Council will proceed:

- Fulda
- Greenway
- Spinning Path Gardens

The Clerk reported that she had contacted three Solicitors, who specialise in parish council business and requested a quotation from them to act for the Town Council in the matter. Two quotations had been received and these were considered by members. It was resolved to instruct Mr Roger Taylor, at Wellers Hedleys, at a cost of £600 plus VAT plus disbursements estimated at not exceeding £150. (Proposed by Cllr Harris)

30. To consider quotations received to provide grounds maintenance at Greenway Play Area and Spinning Path Gardens Play Area during the period 1st October 2016 and 31st March 2017 and agree a course of action. Copies of the quotations had been issued with the agenda and were considered by members. It was resolved for Countrywide Grounds Maintenance to carry out the required works when the leases of the land are completed. (Proposed by Cllr Wyr)

31. 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. It was resolved to include the aim of keeping the streets in Crediton clean, with the objective being to have them regularly swept. (Proposed by Cllr Szabo)

32. Business brought forward - At the direction of the Chairman, to report on matters not on the agenda and for information only.

Cllr Szabo:

- Requested the work on the brick planters at the entrances to the town be started. He added that Jenni Pitts had requested for the troughs to be deeper; as another layer of bricks cannot be added this would mean digging down.
- The Peoples Park Road sign opposite Buller Road has been mangled.

Cllr Harris:

- Commented that the Rotary planters opposite Ladds looked lovely.

33. Close

The meeting closed at 6.44 pm.

Signed ... 
Chairman

Dated... 8-11-16
.....