

**Draft Minutes of the Lands Committee Meeting held on Wednesday 19th April 2017 at
10 Riverside at 7.30pm**

1. Apologies:

Apologies for absence were received and accepted from Cllr G Kitching

Present:

Cllr S Bennell (Chair), Cllr P Collins, Cllr S Hopkins, Cllr B Roberts and Cllr J Tanner

In attendance:

Mrs Eileen A Coe (Town Clerk/RFO)

2. Public Comment:

None.

3. Declarations of interest:

Cllr Tanner declared a pecuniary interest in item 7. New Pavilion, and signed the Interest Book.

4. Minutes of previous meeting:

Cllr Hopkins proposed the minutes of the meeting held on Wednesday 15th March (which had been circulated in draft form), be approved as an accurate record, which was seconded by Cllr Tanner, and with two abstentions due to absence all were in favour.

The Chairman then signed the minutes.

5. Churchyard Maintenance:

It was noted that the agreed viburnum shrub pruning had not been carried out due to bird nesting. It was agreed that the work would now not be carried out until next year after the winter flowering.

6. Skate-Park:

➤ **Metal ramp refurbishment:**

It was noted that the work would be completed by the end of April.

7. Pageant Field:

➤ **Inspections/Contractor report:**

The Daily Inspection reports and actions were noted and filed for reference.

➤ **CCTV:**

The Town Clerk reported that all cameras were in working order.

➤ **Old Pavilion:**

The Town Clerk provided costs for the following to be progressed once the electrical works had been completed:

Large skip – Skip Away - £163.50

Cost to break up and remove the concrete base – Moore Bros - £150.00

Top soil – Botanica - £49 per tonne

The costs from Budget 1510 were agreed. Once finished the area would be re-seeded.

New Pavilion:

It was agreed to defer this item to the end of the meeting.

8. Cemetery:

A request had been received to donate a small bush or tree in the Memorial Rose Garden with a memorial plaque and ashes to be placed beside it. Cllr Bennell suggested an Amelanchier tree as it was compact with blossom in the spring and berries in the winter, which was agreed. It was also agreed for Cllr Bennell to liaise with the Town Clerk for the best position to plant the tree, which could be purchased for planting in the autumn.

9. Allotments:

Blue water butts and water supply:

An email had been received from an allotment tenant relating to the remaining blue water butts and suggesting an extension to the water supply via a hose around the fencing with a piggyback tap, to enable ease of access for tenants at the other end of the site.

It was agreed for the Town Clerk to investigate the remaining blue water butts and write to the allotment holders concerned.

It was agreed that there was no objection to tenants providing their own hose which could be cable-tied to the fence, as other tenants had done in the past.

Drain problem:

The Town Clerk would undertake further investigation and report back to the next meeting.

10. The Fens:

Cllr Bennell provided information and photographs on the collapse of the riverbank and removal of two hawthorn trees on the Fens, which had left a litter of branches etc. The ground had been cleared and bluebells planted all on the Fens side of the river. The river channel had been halved by filling the bank with hardcore and loose topsoil, and concerns were raised that this would be washed into the watercourse in time, narrowing the channel and leaving the Fens bank at a lower level. At the corner by St John's an island had been created and is causing an undercurrent which is eroding the Fens bank below the root level of the vegetation; small trees etc and the bank had collapsed into the river.

It was agreed to request a site visit by the Environment Agency. It was also agreed to invite the property owner of Fen House to a meeting to discuss the matter of felling the two trees, before seeking legal advice.

11. Jeaffresons Well:

No business.

12. Tree Warden:

No business.

13. Correspondence:

None.

14. 2016/17 Action Plan:

Updates to the Action Plan were deferred to the next meeting.

Detailed and fully costed CIL funding nominations for IPC

The Town Clerk was requested to obtain an updated cost per metre for the resurfacing of the cemetery driveway. Cllr Tanner agreed to measure the area and provide updated photographs. He would also look at the Pageant Field driveway at the same time, and report back to the next meeting.

15. Matters of Report or Items for next agenda:

Communication with the Public: Items for newsletters:

None.

Matters of Report:

None

Cllr Tanner left the meeting at this point.

New Pavilion:

Cllr Bennell provided information on the background to the project.

It was noted that three out of four responses had been received for the invitation to tender for the project management, which had been inconclusive. Following some discussion Cllr Hopkins suggested that in order to be transparent inviting all interested parties to a meeting to discuss the requirements, problems, solutions and needs relating to the project management.

It was agreed for the Town Clerk to arrange the meetings at a suitably convenient time for Cllr Hopkins and Cllr Collins, who would report back to the next meeting.

16. Date of next meeting:

Wednesday 17th May 2017 at 7.30pm

Apologies Cllr Collins

Meeting closed at 8.45pm