

**Draft Minutes of the Lands Committee Meeting held on Wednesday 15th March 2017 at
10 Riverside at 7.30pm**

1. Apologies:

Apologies for absence were received and accepted from Cllr B Roberts

Present:

Cllr L Barrett, Cllr S Bennell (Chair), Cllr S Hopkins, Cllr G Kitching and Cllr J Tanner
Cllr Kitching was welcomed as a new member of the Committee.

In attendance:

Mrs Eileen A Coe (Town Clerk/RFO) and Mrs Amanda Scott (Office Assistant)

2. Public Comment:

None.

3. Declarations of interest:

Cllr Hopkins declared a personal 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 February (which had been circulated in draft form), be approved as an accurate record, which was seconded by Cllr Tanner, and with one abstention due to absence, all were all in favour.

The Chairman then signed the minutes.

5. Churchyard Maintenance:

➤ **Clock:**

No business.

➤ **Fencing:**

It was noted that due to the increase in price of materials the cost for fencing along the boundary with St Michael's Rooms would be an additional £30 (total cost £125.32), which was agreed. The work would be carried out by volunteers.

New hedging for the boundary would be purchased and planted in the autumn.

6. Skate-Park:

➤ **Bendcrete Leisure Ltd**

It was noted that there had been no response from Bendcrete to the letter agreed at the last meeting.

7. Pageant Field:

➤ **Inspections/Contractor report:**

The Daily Inspection reports and actions were noted and filed for reference. It was noted that the G&P Contractor had repaired the rope on the Fantasy Fun Run as instructed.

➤ **CCTV:**

It was noted that advertising boards had been taken from the Sports Club grounds and had been used as ramps on the Skate Park. The boards had now been returned to the Sports Club. Following authorization, Cllr Hopkins had searched the CCTV for evidence, but the footage was inconclusive. The Police had been informed, but it was agreed that at this stage no further action was required.

The Town Clerk reported that the maintenance check was due shortly.

➤ **Old Pavilion:**

It was agreed to arrange a working party to demolish the structure once the relocation of the electric supply had been completed.

The Town Clerk was requested to obtain costs for a large skip, plus a cost to break up and remove the concrete base, as well as top soil. The area would then be re-seeded. It was agreed to use funds from Budget 1510.

➤ **New Pavilion:**

Cllr Bennell reminded members of the background information to the project and noted that on 4th August 2016 Full Council had approved the committee's recommendation to put together a proposal which would then be considered by Full Council in due course for Option 3 of the Pageant Field survey and incorporate into a new larger structure (approx. 5mx 12m) outside the Play Area

providing toilets, facilities to make refreshments and sheltered seating. The recommendation to remove the existing pavilion was also agreed at this meeting.

It was noted that an updated design specification and quotation for the building had been received from Cleveland Sitesafe Ltd. However, costs had increased from the original estimate due to a higher specification, the addition of double doors, a veranda for covered seating, plus a concrete base and the need for a crane to install the structure as well as connecting the structure to the main sewer or septic tank. Costs were now approaching £70,000.

Cllr Hopkins provided two further quotations of £78,000 and £150,000 from alternative suppliers. There followed some discussion on the way forward and it was felt that to bring the project back into some order specialised help would be needed. Therefore, the Town Clerk was requested to obtain three quotations from surveyors; to liaise with the Lands Committee and establish a user specification for a facility on the Pageant Field, and then produce the design and build specification to enable at least three design and build quotations to be submitted by potential suppliers.

It was agreed to make a recommendation to Full Council to further explore possibilities and options for an enhanced replacement Pavilion for Pageant Field users and to agree funds from Budget 2280 for project management costs up to £2,000.

8. Cemetery:

A quotation had been received from Kindewood for minor tree work which was considered.

8115317 Cllr Bennell proposed to approve the quotations of £85 for work to a Yew tree and £30 for work to a Silver Birch, which was seconded by Cllr Hopkins, with all in favour.

9. Allotments:

The Town Clerk reported that she had been advised that the drain at the allotments was broken, and she had instructed the G&P Contractor to put some orange safety fencing around it. Cllr Tanner agreed to investigate and report back to next meeting.

10. The Fens:

No business.

11. Jeaffresons Well:

No business.

12. Tree Warden:

➤ Replacement Tree Fund:

Cllr Tanner noted that there had been several planning applications for tree felling in recent years, and there was no obligation on the applicants to replace these trees. Therefore, the tree stocks in the town were diminishing. The SCDC Tree Planting Scheme had been discontinued some years ago. She suggested setting up a fund that would encourage applicants to contribute towards replacement trees, which would be planted in suitable locations in the town. Cllr Tanner suggested a contribution of between £30 and £60.

12115317 Cllr Tanner proposed approval to set up a Replacement Tree, which was seconded by Cllr Kitching, with all in favour.

The Town Clerk suggested that she contacted Nicholas Newton, Arboricultural Manager at Suffolk Coastal District Council to draw his attention to the Fund, and request that he encourages applicants to contribute. She also suggested advising the District and County Councillors to request their support. Both suggestions were agreed.

13. Correspondence:

Framlingham Sports Club 12/03

It was noted that a letter from the Secretary of Framlingham Town Football Club had been received, requesting that the Town Council deals with the mole problem on the Pageant Field, as this was causing problems for the football pitch on the Sports Club land.

Cllr Bennell reported that she had investigated the problem and provided a diagram. She advised that there appeared to have been no further activity, therefore it was agreed to monitor the situation. The Town Clerk would respond.

14. 2016/17 Action Plan:

Cllr Bennell confirmed the Action Plan had been publicised on the website.

15. Infrastructure Projects:

The following projects would be put forward to the Infrastructure Plan Committee:

Cemetery driveway resurfacing

Shortfall for the Pageant Field replacement Pavilion.

16. Matters of Report or Items for next agenda:

➤ **Communication with the Public: Items for newsletters:**

Volunteer Working Party to take down the old Pavilion as soon as the electrical work had been completed.

Pageant Field Gates refurbishment

Churchyard driveway resurfaced

Churchyard back pathway re-laid

Matters of Report:

Cllr Bennell reported that the Pageant Field Gates were in the process of being refurbished.

Cllr Bennell reported that the Environment Agency had cut back the vegetation in the river channel in Riverside, but the work to clear the overgrowth of vegetation along Riverside by Suffolk County Council had not been completed.

16. Date of next meeting:

Wednesday 19th April 2017 at 7.30pm

Meeting closed at 9.16pm