

**Minutes of the Lands Committee Meeting held on Wednesday 17<sup>th</sup> June 2020  
held virtually via Zoom**

**1, Apologies:**

None, all present.

**Present:**

Cllr D Carter, Cllr P Collins (Chair), Cllr C Eastwood and Cllr G Kitching

**In attendance:**

Eileen A Coe (Town Clerk/RFO)

**2. Declarations of Interest:**

Cllr Eastwood declared a Personal Interest in Item 16 Boules Pitch.

The Chair requested that the Town Clerk enter the declaration in the Interest Book and initial on Cllr Eastwood's behalf.

**3. Public Comment:**

None.

**4. Minutes of previous meeting:**

**4117620** Cllr Collins proposed that the minutes of the previous meeting held on Wednesday 20<sup>th</sup> May 2020 (circulated in draft form prior to the meeting) be approved as an accurate record, which was seconded by Cllr Eastwood and with one abstention due to absence, all were in favour. The Chair signed the minutes.

**5. Cemetery:**

➤ **Driveway and Laurel Hedging:**

To consider quotations received to remove the laurel hedging and re-new the driveway surfacing including edging -deferred from previous meetings as awaiting Town Survey responses.

It was noted that the response to Question 25 in the Town Survey 'When considering new car parking facilities would your household agree to converting the Cemetery driveway into parking for approx. 19 cars?' 161 said Yes and 157 said No.

It was agreed for the Town Clerk to ask Cllr Hine to extract the responses from the 'users of the cemetery' and how they had voted.

The Town Clerk was requested to obtain revised quotations to re-surface the cemetery driveway, including edging and removal of the hedge for consideration at the next meeting.

➤ **Cemetery Memorial Inspection:**

5 yearly cemetery memorial inspection 6<sup>th</sup> January – 16<sup>th</sup> February – completed and the Town Clerk had collated the results which had been circulated via the Private Page on the website..

At the last meeting it was agreed for the Town Clerk along with the G&P Contractor to investigate further the memorials which had been identified as requiring work, and also ownership where possible, and report back to the Committee.

The Town Clerk advised that this was in progress.

➤ **Summer cut and rake of the wildflower area:**

**5117620** Cllr Collins proposed to recommend approval to Full Council to accept the quotation from the G&P Contractor at £900 (same cost since 2011) for the annual summer cut and rake of the wildflower area in the Cemetery, to be undertaken during August, which was seconded by Cllr Carter with all in favour.

## **6. Trees:**

### **Churchyard:**

#### **➤ Tree Works Action Plan:**

The next priority identified in the Tree Works Action Plan would be considered at the next meeting.

### **Cemetery:**

#### **➤ Specialist tests on 2 x Beech trees:**

The Town Clerk reported that the tests had been carried out as agreed and the reports would be available for consideration at the next meeting.

#### **➤ Felling of Wild Pear and removal of deadwood in Maples:**

The Town Clerk reported that a Tree Works Notice was not required for the work which was in progress following approval at Full Council.

It was noted that a letter had been received from a resident thanking the Town Clerk for the letter detailing the work to the Maples and conveying the residents' sincere appreciation for commissioning the inspection and agreeing to follow recommendations.

#### **➤ Ash and Fir trees issue:**

It was noted that there had still been no response from residents solicitor to the Town Council's letter dated 8<sup>th</sup> April to date.

### **Fens:**

#### **➤ Felling of 2 Willow trees as agreed:**

It was noted that this was in progress following approval of the quotation at Full Council.

#### **➤ Felling of 1 large Maple:**

The Town Clerk reported that she had met with the Tree Surgeon and it was noted that the tree is on the other side of the banks and therefore the adjoining landowners responsibility.

It was agreed for the Town Clerk to write to the landowner advising of the situation and enclosing a copy of the Tree Report.

#### **➤ Picus Test on T53 English Oak by EWP Consultancy Ltd:**

It was noted that this was in progress following approval of the quotation at Full Council.

### **Pageant Field:**

#### **➤ Tree Work Action Plan:**

It was noted that the works identified had been completed.

#### **➤ Overhanging branches:**

It was noted that an email had been received from a resident whose property adjoins the Pageant Field requesting the removal of overhanging branches. A quotation had been requested from Kindewood for information purposes at £95.00

Following consideration it was agreed for the Town Clerk to write to the property owner and advise that no works had been recommended for the tree in the recent Tree Survey, but the Committee had no objections to this work being undertaken by a suitably qualified Tree Surgeon.

### **To consider any Tree Work Applications received prior to the meeting:**

None.

## **7. Pageant Field:**

### **Pageant Field Inspection Reports:**

The weekly Inspection Reports completed by the G&P Contractor were noted and filed for reference.

### **Play area closure due to COVID-19 restrictions:**

It was agreed that the play areas would remain closed until Government restrictions were lifted.

### **New Pavilion:**

Cllr Collins noted that the response to Question 14 in the Town Survey ‘ A new pavilion has recently been built on the Pageant Field. Do you expect members of your household will be using this facility?’

143 said Yes and 233 said No. It was noted that the main reasons for the No responses had been that people were unaware of its existence or they didn’t have children.

It was noted that the planned official opening had not taken place due to the wet conditions of the Pageant Field and then COVID-19 restrictions, so the planned publicity had not taken place.

It was agreed that the Pavilion would remain closed to the general public until Government restrictions were lifted and then the facility along with the hire terms could be advertised.

In the meantime it was agreed to get prepared and the Town Clerk was requested to order the new furniture as previously approved, and to request that SCN carry out the fitting of the new salto locks also as previously approved as soon as circumstance permit, and to instruct the G&P Contractor to fit the items already purchased for the toilets.

### **CCTV:**

It was noted that all cameras were in working order.

### **Table Tennis Table:**

It was noted that the response to Question 15 in the Town Survey ‘ Would the following facilities in the Pageant Field be a good idea if they were provided and would your family use them?’ Table Tennis Table: 152 said Yes and 174 said No.

The Town Clerk reported that the DTC had prepared a grant application for ESC Sports Space funding as part of his CiLCA qualification preparation and an outcome was awaited.

### **Fencing:**

Cllr Collins, Cllr Eastwood and the Town Clerk would meet on site to discuss the proposals and report back to the next meeting. It was felt that this project would qualify for local CIL funding.

### **Castle Multi-Play:**

It was noted that the Installation was complete and the Town Clerk advised of the cost of £116.52 to add the item to the Insurance.

**7117620** Cllr Collins proposed to accept the cost of £116.52 to add the Castle Multi Play item to the Insurance, which was seconded by Cllr Kitching with all in favour.

### **Replacement See-saw:**

It was noted that the Strategic Planning Committee had voted by a majority that although they were supportive of the plans to replace the See-Saw they were not in support of using Local CIL funds for the purchase.

The Town Clerk provided details of available funds in the Budget and Ear Marked Reserves for 2020/2021 for the purchase at a cost of £3,270.56 + vat ( cost includes removal and disposal of old and repair of surfacing)

**17217620** Cllr Collins proposed to recommend approval to Full Council to accept the cost of £3,270.56 + vat (cost includes removal and disposal of old and repair of surfacing) from Kompan using Funds from Budget 1503 £1,000 and Budget 1504 £1,000 with the remainder from EMR 328, which was seconded by Cllr Eastwood with all in favour.

**Annual RoSPA Inspection 2020:**

**17317620** Cllr Collins proposed to approve the cost of £200 from Playquip Leisure (no increase on last year) for the annual inspection to be carried out in the autumn from Budget 1505, which was seconded by Cllr Kitching with all in favour.

**8. Skate-Park:**

**Floodlighting:**

It was noted that the response to Question 15 in the Town Survey ‘Would the following facilities in the Pageant Field be a good idea if they were provided and would your family use them?’ Flood Lighting on the Skatepark: 92 said Yes and 225 said No.

In the light of the responses and the considerable cost involved, it was unanimously agreed not to pursue this project.

**Email:**

Email received relating to youngsters congregating on skatepark and suggestion of new benches and FAYAP Youth Worker attendance to advise on social distancing rules..

The Chair requested that this item be deferred to item 15 which was agreed.

**9. The Fens:**

**Friends of the Fens:**

➤ **Update**

Cllr Eastwood advised there was nothing to report this month.

**Grass and Hedge cutting:**

➤ **Correspondence received:**

Letter from resident congratulating the Town Council on the new management regime.

Acknowledged and noted.

Letter from resident suggesting that wild flowers be introduced. Acknowledged and noted.

Letter from resident raising concerns that the Fens looks unsightly and un-kept.

The Town Clerk was requested to respond advising that the new regime had generally been greeted with enthusiasm.

Cllr Eastwood suggested erecting signs explaining the new regime.

➤ **Response from Tree Warden:**

It was noted that the Tree Warden felt the new cutting regime was okay and people can still access the Fens easily, and it may now provide more food for raptors and owls in the long grass. SWT advised in the past that the soil and general dampness etc would not result in a huge variety of wild flowers, although Red Campions may do well if some were introduced.

Re the hedge adjoining Station Road- it's useful as a wildlife corridor for critters going along its base with the vegetation on the Fens side during the summer, but otherwise not hugely useful for birds etc because of its proximity to the road and people walking up and down. Nesting goes on in the hedge and tree line on the other side which is handy being close to the water.

## **10. Churchyard Maintenance:**

### **➤ Town Clock**

It was noted that once social distancing measures had been relaxed the Town Council volunteer would adjust the hands to the correct time and the Town Clerk was requested to pursue this matter.

## **11. Riverside:**

### **➤ Management of riverside vegetation:**

Cllr Collins reported at the last meeting that the DTC had made contact with the Co-op and Environment Agency but due to social distancing measure only critical and essential works were being undertaken at this time, and a response was awaited.

## **12. Allotments:**

### **➤ Replacement fencing:**

The Town Clerk was requested to instruct the G&P Contractor to keep the repairs up to date and the Committee would review the situation in due course.

### **➤ Community Garden Area – response as requested at last meeting:**

It was noted that the community garden was due to have a major refit in mid-March 2020 and work had commenced, but due to the Coronavirus outbreak all work had to stop as the College Ground Staff who were going to do all the ground work for free were furloughed, but as soon as the work has been completed they would be up and running again. Funds to refit the garden (£4500) were raised primarily for educational purposes. It is aimed at showing how to grow from field to fork with the majority of the produce going back into the community. Therefore, it should not be confused with people looking for allotment land. However, once the refit is completed, they would be looking for volunteers to help.

Framlingham College confirmed that the plan, which has to be subject to change, is for the grounds staff to start again on the garden at the end of October or early November so that it will be ready for the 2021 growing season. The suggestion that those on the allotment waiting list might be able to benefit from the community garden was acknowledged along with the length of the waiting list for allotments, but as the landowner, the College would not wish the garden used for this as it is provided for the general community and for educational benefit.

## **13. Jeaffresons Well:**

No business.

## **14. Commemorative sign next to Oak tree by the Station Hotel:**

### **➤ To consider replacement or renovation request received and subsequent information.**

It was noted that following investigations the Oak tree had been planted to commemorate the Coronation in 1911, but the original plaque appears to have been replaced with the version now in place. The land is owned by Suffolk County Council. However, the Framlingham Weekly News reported that the Parish Council adopted the Oak tree by a majority after it was planted in 1911. It was agreed for the Town Clerk to further investigate the whereabouts of the original plaque.

## **15. Correspondence:**

### **➤ FAYAP -**

An email had been received advising that following the request from Cllr Kitching and their own ongoing youth work online, FAYAP are keen to explore possibilities of work at the Pageant Field. Their visits to the Pageant Field and observations of the increasing number of young people on the streets has led them to believe that they should be providing an adult presence at the new Pavilion. Numerous groups have been seen gathering, often accompanied by the strong smell of weed, and there is concern about the potential mental health problems in young people caused by uncertainty.

With shops opening and national restrictions relaxing, FAYAP believe now is the time to get out there!

Guidelines would be followed and the Pavilion would be used only as a base for the Youth Workers to operate a few afternoons per week, with no use for the young people themselves.

Following discussion it was noted that there would currently be no toilets available for use or furniture in the building.

**15117620** Cllr Collins proposed to allow FAYAP free temporary use of the Pavilion as a base for the Youth Workers to operate a few afternoons each week, which was seconded by Cllr Kitching with all in favour.

The Town Clerk was requested to provide FAYAP with a set of keys.

**Email – deferred from item 8:**

Email received relating to youngsters congregating on skatepark and suggestion of new benches and FAYAP Youth Worker attendance to advise on social distancing rules.

It was agreed for the Town Clerk to instruct the G&P Contractor to relocate the old Market Hill benches to the Skatepark area for a trial period to see if they are vandalised before considering a more permanent solution. The benches would be fixed to the ground with pins and Cllr Collins and Cllr Eastwood would decide on the exact position.

It was noted that signage had already been erected in the Skatepark Notice Board.

The Town Clerk was requested to respond to the email.

**16. Boules pitch:**

It was noted that the response to Question 15 in the Town Survey ‘Would the following facilities in the Pageant Field be a good idea if they were provided and would your family use them?’ A Boules/Pentague Area: 182 said Yes and 155 said No

It was felt that the provision of a Boules pitch would be a good use of the Pageant Field for the whole town and would encourage an adult presence, which may deter vandalism and anti-social behaviour on the Pageant Field.

The Town Clerk was requested to obtain quotations for consideration at the next meeting when a funding application would also be considered.

**16117620** Cllr Collins proposed to recommend approval to Full Council for agreement in principle to proceed with the project to install a Boules pitch on the Pageant Field, which was seconded by Cllr Kitching with all in favour.

**17. Action Plan:**

**Updates:**

It was agreed for Cllr Collins to provide the updates to the Town Clerk for addition to the Action Plan.

**Projects for Local CIL funding:**

Fencing Pageant Field – continuation of the Pavilion Project and enhancement of the Pageant Field.

**18. Matters of Report or Items for next agenda:**

None.

**19. Date of next meeting:**

Wednesday 15<sup>th</sup> July 2020 at 7.00pm.

Meeting closed at 20.21