

Minutes of the Lands Committee Meeting held on Wednesday 29th May 2019 in The Cell at The Old Court House, Bridge Street at 7.00pm.

1. Election of Committee Chairman:

Cllr Kitching proposed Cllr Collins, there being no other nomination, which was seconded by Cllr Eastwood with all in favour.

2. Apologies:

Apologies were received and accepted from Cllr Carter and Cllr Hine.

Present:

Cllr Collins, Cllr Eastwood, Cllr Kitching and Cllr Simpson.

In attendance:

Eileen A Coe (Town Clerk/RFO) and James Overbury (DTC)

3. Declarations of interest:

None

4. Public Comment:

None.

5. Minutes of previous meeting:

Cllr Collins proposed that the minutes of the previous meeting held on Wednesday 17th April 2019 (circulated in draft form prior to the meeting) were approved as an accurate record, which was seconded by Cllr Simpson with all in favour.

The Chairman signed the minutes.

6. Churchyard Maintenance:

6.1 Replacement litter bin:

The Town Clerk reported that the PCC had approved the design and location of the replacement bin. The cost was £276 and there are sufficient funds within the budget. A Faculty was not required as this falls under the definition of List A.

6.2 Tree canopy:

It was noted that some of the trees in the Churchyard may benefit from having the canopy raised so that the vegetation could be cleared safely and the grass allowed to grow back. The Town Clerk provided photographs for information. It was agreed for the Town Clerk to seek advice and approval from the ESC Tree Officer and report back to the Committee.

7. Cemetery:

7.1 To consider quotation for War Graves Map Sign:

7129519 Cllr Collins proposed to accept the quotation from Ashwell Signs of £165.00 to create the sign, which was seconded by Cllr Kitching with all in favour.

It was noted that there had been a complaint about the way the Town Council manages the Cemetery. It was agreed to carry out a site visit to the Churchyard, Cemetery and Pageant Field prior to the next meeting. A site visit to the Fens and Allotments would be undertaken at a later date. This would be for the benefit of Committee members to familiarise them with the areas the Town Council owns/maintains and the current agreed management. The Town Clerk would inform Committee members of the arrangements and invite the G&P Contractor to accompany them.

8. Trees:

8.1 Progress of Faculty for Lime trees along Church Street:

The Town Clerk reported on the background to this matter for the benefit of new members. A Faculty had been applied for, which was supported by the Churchwarden and ESC Tree Officer for a 40% reduction in height of the Lime trees. However, following some communication the Diocesan Tree advisor had disagreed and therefore the Faculty had been refused by the Archdeacon. The Town Clerk advised that the next scheduled Tree Survey in the Churchyard was due in 2020 and suggested to include special attention to the Limes in the Survey. She also advised that a Bat Survey may be required. It was agreed for the Town Clerk to obtain a cost for the Tree Survey for consideration at the next meeting.

8.3 Plan for future work:

It was agreed to wait for the results of the Tree Survey before planning any further work.

8.4 Progress of Faculty for Lime tree felling at back of Churchyard:

The Town Clerk reported that the ESC Tree Works Notice had been approved and had been advised by the Churchwarden that the work falls under List B so there would be no charge for a Faculty.

9. G&P Contractors Report:

9.1 Pageant Field Inspection Report:

The report was noted and filed for future reference.

9.2 Updates.

None.

10. Riverside:

Annual clearance – to note comments from local business owner.

The comments made by a local business owner concerning the vegetation in the river along Riverside was noted. The Town Clerk reported that the Fore Street end was to be cut that week as part of the agreed contract. It was agreed to ask the DTC to contact the Environment Agency for advice on maintaining and improving the riverside area and to seek a meeting between the Town Council, the Environment Agency and Suffolk County Council. It was also agreed that the DTC would write to the business owner informing them of this course of action.

11. Correspondence:

None.

12. Seats on Market Hill:

Update:

The Town Clerk reported that funds had been donated for the purchase of 1 seat and 2/3 for another. As soon as a third donor was found the order for the seats would be placed.

13 Pageant Field:

13.1 Play Area:

No business.

13.2 New Pavilion:

Cllr Collins had prepared a draft proposal for the new Pavilion which was circulated for comments. There was some debate on how much of the Drill Hall S.106 funds would be spent on the Pavilion and it was agreed that the Finance and Strategic Planning Committee should make the final decision. It was agreed that the option for three toilets (two unisex and one unisex disabled) would be specified. The Town Clerk advised that the works exceeded the expenditure threshold and must be advertised on the Central Government website for tenders by local authorities. It was noted that the expectation was that a proposal would be submitted to Full Council in July and that a September start to the works was the aim.

13.3 Temporary Toilet Summer 2019:

It was agreed that the facility would be open from 18th July to 5th September. The G&P Contractor would be asked to open them in the mornings and Cllr Collins or Cllr Eastwood would lock them at the end of the day. Cllr Collins and the DTC would undertake the installation.

14. CCTV:

No business

15. Skate-Park:

15.1 Update on Flood Lighting Quotes.

The DTC provided three quotations which were considered and it was agreed for the DTC to request references from the cheapest contractor and report back to the next meeting.

16. Allotments:

The DTC reported that he had met with Pest Solutions Ltd on site who had confirmed that there was no infestation of rats. Evidence of rats was present but at a low level. It was agreed to ask Pest Solutions for a copy of their Public Liability insurance in order to add them to the list of Town Council Accredited Contractors.

17. The Fens:

Timing of Cuts:

It was agreed to experiment with a different cutting regime that created more opportunities for wildlife but also gave enough room for dog walkers. The edges of the Fens would be left to grow and these and a swathe in the middle would be cut for hay once the vegetation had seeded in July.

This matter would be considered further for implementation in the next season and quotations sought for budgeting purposes.

18. Jeaffresons Well:

No business

19 Dog Waste Bins:

19.2 Report on additional bin for Brick Lane Fairfield Crescent:

Suffolk County Council and Suffolk Coastal Norse have no objections over the proposed sites at Brick Lane and Saxtead Road. The DTC reported that he had ordered three more bins as instructed.

20. Action Plan 2018/2019:

No updates

21. Matters of Report or Items for next agenda:

Drug issue on skate park

22. Date of next meeting:

Wednesday 19th June 2019 at 7.00pm.

The meeting closed at 8:05pm