

Minutes of the Lands Committee Meeting held on Wednesday 19th June 2019 in The Cell at The Old Court House, Bridge Street at 7.00pm.

Prior to the meeting at 6pm members had carried out the annual site visit to the Churchyard and Cemetery.

1. Apologies:

Apologies were received and accepted from Cllr Kitching

Present:

Cllr D Carter, Cllr P Collins (Chairman), Cllr C Eastwood, Cllr M Hine, and Cllr J Simpson

In attendance:

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

2. Declarations of interest:

None.

3. Public Comment:

None.

4. Minutes of previous meeting:

4119619 Cllr Eastwood proposed that the minutes of the previous meeting held on Wednesday 29th May 2019 (circulated in draft form prior to the meeting) were approved as an accurate record, which was seconded by Cllr Simpson and with two abstentions due to absence, all were in favour. The Chairman signed the minutes.

- At this point it was agreed to amend the order of the Agenda and to take item 12 first.

12. Opening and decision of Pavilion Tenders.

It was noted that the specification and details had been advertised on the Contracts Finder website. Four sealed tenders were opened, and each proposal was discussed in detail. Where there were differences in specifications, comparisons and extrapolations of the varying costs quoted were applied and analysed to reach a conclusion of what the Committee felt was both the best value and the most appropriate solution for the Committee's recommendation for a pavilion on the Pageant Field.

12119619 Cllr Simpson proposed to recommend to Full Council that the proposal submitted by MRC Ltd represented the best value and was the most suitable for the Town Council's needs, which was seconded by Cllr Collins with all in favour.

The Business Plan for the provision of a Pavilion on the Pageant Field to provide toilets, sheltered seating, a community room and storage for Town Council events equipment, would be circulated with the Full Council agenda.

5. Churchyard Maintenance:

Informal pathway and Tree canopies:

During the site visit it was noted that an informal pathway from the steps over the grassed area to towards the back of the Church had been formed. This was identified as a potential safety hazard during wet or icy weather. It was agreed to consult the PCC with the options to re-seed the area with grass seed and to try to discourage usage or to make a formal pathway with suitable surfacing.

A number of trees required the canopies to be lifted to uncover gravestones underneath and for H&S reasons and better access for contractors to carry out grass cutting and maintenance. The Town Clerk provided photographs and advised that the ESC Tree Officer had no objections to the suggested work. It was agreed for the Town Clerk to seek the advice of a tree surgeon and report back to the Committee with a view to consulting with the PCC and applying for a Tree Works Notice.

6. Cemetery:

Annual Summer Cut and Rake of the Wildflower area:

6119619 Cllr Collins proposed to recommend to Full Council approval of the quotation from the G&P Contractor of £900.00 which it was noted had remained the same cost for the last 9 years.

Following the site visit to the Cemetery and in response to an email regarding the maintenance of the Cemetery it was agreed to maintain the current management plan for the foreseeable future. Hedge cutting and the bird nesting season was noted.

It was agreed to request the G&P Contractor to cut back the hedge behind the bench in the right hand side of the cemetery.

7. Trees:

It was agreed for the Town Clerk to seek a quotation to cut back the vegetation overhanging the Church wall along Church Street, which would be considered at the next meeting.

8. G&P Contractors Report:

8.1 Pageant Field Inspection Report.

Noted and filed for future reference.

9. Riverside:

The Town Clerk reported that the G&P contractor had cut the grass on the corner of Fore Street and Riverside as instructed. She noted that currently this was only carried out once a year after the bulbs had died down.

The DTC reported that he had made contact with the Environment Agency who could meet the Committee in July. No response had been received from SCC Highways or ESC. The DTC was requested to confirm dates with the Environment Agency and to co-ordinate the other authorities presence at a meeting and advise members of the date and time.

10. Correspondence:

None.

11. Seats on Market Hill:

The opportunity to sponsor the remaining 1/3 of a bench would be advertised in the July Newsletter.

13. CCTV:

No business.

14. Skate-Park:

14.1 Update on Flood Lighting Quotes:

The DTC reported that he was liaising with the contractor to confirm the cost and specification and would seek confirmation of the quality of their work. Cllr Simpson reported that he had conducted a credit check, and there were no issues.

14.2 Drug issues:

The DTC was requested to contact the FAYAP Youth Manager and seek views on the problem and to report back to the next meeting.

15. Allotments:

No business.

16. The Fens:

The DTC was requested to arrange for the Fens to be cut as per the current schedule.

The DTC was requested to arrange a meeting with Suffolk Wildlife Trust with a view to obtaining advice on the management of the Fens from 2020.

18. Jeaffresons Well:

No business.

17 Dog Waste Bins:

The DTC reported that three new fido bins had been delivered and that the G&P Contractor would install them in the agreed locations.

18. Action Plan:

Updates were agreed and noted by the Town Clerk.

19. Matters of Report or Items for next agenda:

Rose bed management of weeds – Agenda item next meeting

Cemetery driveway resurfacing quotation – Agenda item next meeting

Allotments: The Town Clerk reported that there were currently 14 residents on the waiting list, with 3 current tenants requiring additional plots – Agenda item next meeting

20. Date of next meeting:

Wednesday 17th July 2019 at 7.00pm.

The meeting closed at 8:12pm