

Framlingham Town Council
Minutes of the Lands Committee Meeting held via Zoom
on Wednesday 17th February 2021 at 7pm

All documents relating to this meeting were made available to Councillors (Cllrs) in advance

1. APOLOGIES:

None, all present.

2. Present:

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

3. In attendance:

Eileen A Coe (Town Clerk/RFO)

4. DECLARATIONS OF INTEREST:

None.

5. PUBLIC COMMENT:

None.

6. MINUTES OF PREVIOUS MEETING:

6117221 - Cllr Collins proposed the minutes of the meeting held on Wednesday 20th January 2021 (circulated in draft form prior to the meeting), be approved as an accurate record, which was seconded by Cllr Kitching with all in favour.

Cllr Collins signed the file copy of the minutes.

7. Cemetery:

7.1 Cemetery gates:

Response from Blacksmith- None

7.2 Driveway resurfacing:

It was noted that due the recent bad weather the work had been delayed but would be carried out by the end of March.

The Town Clerk advised that the snow had damaged the path further making it uneven.

It was agreed to erect a notice to warn people to take care.

8. Trees:

8.1 Churchyard Tree Work:

The quotations received for three areas of work as highlighted in the Tree Work Schedule, from Eastwood Tree Services and Kindlewood were considered.

It was agreed for the Town Clerk to clarify the quotation relating to T20 in time for the next meeting and to proceed with the necessary required permissions from the ESC Arboricultural Officer and St Michael's PCC.

8.2 New Trees:

It was noted that advice had been sought from Swann's Nursery relating to the new ornamental hawthorn trees.

The ornamental hawthorns should not need pruning for a few years, but they do need to be at any time, prune in late summer.

Cost for stakes - 6ft £2.25 or 8ft £4.75, Buckle ties 45cm long 68p & 60cm long 73p

8117221 Cllr Collins proposed approval for the Town Clerk to purchase 6ft stakes and buckle ties from Budget 1618 up to £25 for the three ornamental hawthorns and any others that needed staking, and to instruct the G&P Contractor to carry out the work, which was seconded by Cllr Kitching with all in favour.

9.To consider any Tree Work Applications received prior to the meeting:

9.1 DC/21/0663/TCA Brook Lodge, Brook Lane - Trees in rear garden: T1 Cherry- crown reduce by up to 2m, T2 Ash – remove because of lean over garden, T3 Ash – crown reduce by up to 2m- pollard to single standing stem, because of heavy lean. T5 Willow x 2 – re pollard below old pollard points.

9117221 Cllr Collins proposed to support the application provided the work is carried out in line with ESC's Arboricultural Officers recommendations, which was seconded by Cllr Higham with all in favour.

10. Pageant Field:

10.1 Pageant Field Inspection Reports:

The Inspection Reports were noted and filed for reference.

The update on additional actions by G&P Contractor were noted:

Shopping trolley retrieved from tree on skatepark and returned to Co-op

Repaired gate lock to rose garden in Cemetery

Scale Swing – removed seats and chains and replaced broken quick links.

Replaced Closed signs on Skatepark

Winter Gritting Record completed and filed for reference.

Snow clearance on Market area for Saturday Market and Church steps and pathway cleared and gritted. Also cleared snow from steps and around toilet doorway at Pageant Field Pavilion.

The Town Clerk reported that the salt stock had been used up (last purchased in 2018)

10117221 Cllr Collins proposed to approve the purchase of Salt for gritting purposes from Budget 1618 up to £50, which was seconded by Cllr Kitching with all in favour.

10.2 Play Area and COVID-19 restrictions:

Update – no change.

10.3 New Pavilion:

The Town Clerk had circulated a report to the committee prior the meeting raising concerns relating to the anti-social behaviour around the Pavilion toilet which is being abused on a regular basis, with the G&P Contractor and SCN Cleaning Operative reporting broken glass, beer bottles, cans etc along with mud being splashed up the walls and toilet paper everywhere.

She noted that it is extremely wet and muddy on the Pageant Field at the moment due to the recent bad weather and several complaints and concerns have been received from residents about the perceived inappropriate use of the toilets. She had also spoken to the Police and FAYAP about the issues.

A copy of the report would be appended to the file copy of these minutes.

Following some discussion it was agreed to:

- Close the toilet until 1st April and to suspend the cleaning contract via SCN
- Issue a toilet key to FAYAP for staff use only – a member of staff had agreed to clean the toilet after use.
- Suspend the Initial Services Contract.
- Erect Take Care slippery surface signs for the decking .
- Instruct the Pavilion Cleaner/Caretaker to inspect wash down the decking when muddy.

The decking would be inspected in the summer by the committee, to see if treatment was needed before the next winter.

10.4 CCTV:

It was noted that all cameras are in working order.

10.5 Pageant Field 3-5 year Plan (To 31st March 2021)

10.5.1 New Pavilion:

Completed Dec 2019

10.5.2 Upgrade/new equipment:

Play House replacement item – consultation underway

10.5.3 Bonded mulch safety surfacing:

To consider quotation received for Spica and Supanova and Town Clerk/RFO's Budget report

10117221 Cllr Collins proposed to recommend approval to Full Council to accept the quotation of £3,240.00 for replacement bonded mulch safety surfacing to the Spic and Supanova equipment from Playquip Leisure using Budget 1504, including a transfer of £250 from Budget 1505 and the rest from EMR 328, which was seconded by Cllr Carter with all in favour.

10.5.4 Replacement fencing:

To consider quotations received from Kiwi Fencing, Wickstead Leisure and The Suffolk Garden Ltd

It was agreed that Kiwi Fencing was the preferred option subject to a satisfactory response regarding the exact measurements, which would be considered at the next meeting with a view to making a recommendation to Full Council.

10.5.5 Boules pitch:

Sports Space Application successful.

Quotation approved by Full Council and accepted (Roger Gladwell Landscapes) and work scheduled for February 2021- delayed due to bad weather

10.5.6 Table Tennis Table – concrete:

Installation schedule for spring 2021- date to be confirmed

10.5.7 Path:

To consider options and costs for a new path from tarmac (Badingham Road entrance) to foot of steps on Pavilion. (Local CIL Application)

- Ker-Way – options and quotations received
- Earthworks – unable to quote at this time due to Covid-19
- Apec Groundworks Ltd – declined to quote
- The Suffolk Garden Company-Quotation received

There was some discussion on the options for the new pathway and drainage issues were considered. It was agreed that drainage would need to be considered in the future but would be a large expensive project as there is nowhere to drain the water as the ditches surrounding the field have all been filled in over time. A soak-away was suggested but members were not sure how good this would be as the ground is heavy clay. A bog garden or wildlife pond was also suggested but would need to be secure, as this is predominately a children's play area.

With the heavy rain and snow this year causing access issues to the Pavilion it was felt that this needed to be addressed first and a pathway installed before next winter, with the drainage being a separate long term future project.

10217221 Cllr Collins proposed to recommend approval of the quotation from Ker-Way Option 1 at £4,110+ VAT and to put this project forward to the Strategic Planning Committee for consideration of the use of Local CIL funds for this purpose, which was seconded by Cllr Kitching with all in favour.

10.6 Grass cutting and Strimming:

To consider the quotation for the grass cutting and strimming of the Pageant Field for the 2021 season (34 weeks) from East Suffolk Norse.

10317021 Cllr Collins proposed to recommend approval to Full Council to accept the quotation for the grass cutting and strimming on the Pageant Field for the 2021 season at a cost of £2,035.54 + VAT, from Budget 1502, which was seconded by Cllr Higham with all in favour.

11. Skate-Park:

No business

12. The Fens:

12.1 Friends of the Fens:

Update- None

12.2 Grass cutting:

The quotation for the grass cutting of the Fens for the 2021 season from James Rogers Agriculture Ltd was considered. It was noted the cost was the same as 2020.

12117221 Cllr Collins proposed to recommend approval to Full Council to accept the quotation for grass cutting of the Fens for the 2021 season at £65 + vat per cut with the final cut and clear at £400 +vat from Budget 1620 Which was seconded by Cllr Kitching with all in favour.

13. Churchyard Maintenance:

13.1 Town Clock:

No business.

14. Riverside:

14.1 Management of riverside vegetation:

The report from the Environment Agency was considered.

It was agreed for the Town Clerk to contact the EA and request a ball-park cost for the work as proposed and to arrange a meeting to discuss the next steps.

15. Allotments:

It was noted that the Strategic Planning Committee had confirmed that the project to replace the Allotment fencing qualifies for Local CIL Funding.

Quotations had been received from Kiwi Fencing and Countrycare.

15117221 Cllr Collins proposed to recommend approval to Full Council to accept the quotation from Kiwi Fencing at £2,650.00 +vat using the Local CIL Budget, which was seconded by Cllr Kitching with all in favour.

16. Jeaffresons Well:

Cllr Eastwood reported that the waste bin had been knocked off its plinth and SCN had been advised.

17. Commemorative sign next to Oak tree by the Station Hotel:

Results of Land Registry search – deferred to next meeting

Commemorative sign restoration – on hold until ownership of the land established.

18. Correspondence:

18.1 Resident

Email raising concerns relating to anti-social behaviour around the Pageant Field Pavilion – forwarded to Police for action. The Town Clerk had responded.

19. Action Plan:

19.1 Updates:

None.

19.2 Projects for Local CIL funding:

New pathway to Pavilion – SP Committee March meeting

20. Matters of Report or Items for next agenda:

Additional Lands Committee Meeting to consider G&P Contract – 3 years + option to renew for further 2 from 1/11/2021

Deputy Clerk to arrange and clerk an additional meeting for this one item in April – date to be confirmed.

Toilet cleaning SCN from 1st April and local offer to clean – Quotations to be considered at the next meeting

Initial Services Contract from 1st April – Quotation to be considered at the next meeting

Street Cleaning – confirmed as PR&Markets Committee matter

The Town Clerk reported that as part of her appraisal and objectives relating to tree management she was working on a draft Policy for trees on public land, which would be presented to the committee for consideration in due course.

21. Date of next meeting:

Wednesday 17th March 2021 at 7.00pm.

Meeting closed: 20.27