

**Minutes for the Lands Committee Meeting held on Wednesday 21st February 2018 in
The Cell The Old Court House, Bridge Street at 7.30pm**

1. Apologies:

None.

Present: Cllr S Bennell (Chair), Cllr P Collins, Cllr G Kitching, Cllr J Simpson, Cllr S Hopkins and Cllr B Roberts

In attendance:

Mrs. Eileen A Coe (Town Clerk/RFO) Mr. James Overbury (Deputy Town Clerk)

2. Public Comment:

None

3. Declarations of interest:

None

4. Minutes of previous meeting:

Cllr Bennell proposed the minutes of the meeting held on Wednesday 17th January 2018 (which had been circulated in draft form) be approved, this was seconded by Cllr Collins and with one abstention due to absence, all were in favour.

The Chairman then signed the minutes.

5. Churchyard Maintenance:

➤ **Clock:**

It was noted that a full faculty was not required but an application had been made under List B and approval from the St Michael's PCC had been requested.

➤ **War Memorial:**

The Town Clerk provided four quotations for the cleaning as requested at the last meeting which were considered.

Cllr Hopkins proposed to accept the quotation from Bierton and Woods for £290. + vat and to request that the work be carried out in September, which was seconded by Cllr Roberts with all in favour.

6. Skate-Park:

No business.

7. Pageant Field:

➤ **Inspections/ Contractor report:**

The Daily Inspection sheets and actions were noted and filed for reference.

The fencing has been repaired on the Allotments

The seats on Market Hill had been repaired and painted

All actions on Annual Inspection Report completed as instructed

➤ **CCTV:**

No business.

➤ **Annual Inspection Report:**

Update on actions:

It was noted that the quick links, covers and seesaw gaiter repairs had been carried out by the G&P Contractor within contracted hours saving £430.25 (Playquip Leisure quotation)

See saw Gaitor:

It was noted that there appeared to be a design fault with the gaitor but was a low risk. Therefore It was agreed to monitor the issue.

Update on skatepark issues:

Cllr Collins reported that the Inspection Report had highlighted a medium risk with part of the concrete surfacing and there were a number of holes appearing. It was agreed for the Town Clerk to investigate solutions from local builders and report back to the next meeting.

With regard to the knee rail fencing It was agreed to instruct the G&P contractor to carry on maintaining the fence as and when required.

➤ **Portable toilets**

The Deputy Town Clerk provided two quotations as requested for temporary, vandal proof toilets , which were considered. It was agreed to investigate the cleaning requirements further and report back to the next meeting. The Town Clerk/RFO provided information on the budget.

8. Cemetery:

➤ Memorial Rose Garden:

The Town Clerk advised that replacement roses were needed and the volunteer had carried out the annual pruning and feeding of both rose beds. It was agreed for the Town Clerk to authorize payment of up to £50 on replacement roses as required.

➤ SDCD Garden Waste Scheme:

It was agreed by a majority to purchase two bins at a cost £86.00 per year.

9. Allotments:

No business.

10. The Fens:

It was noted that a tree had fallen onto Fens from the neighboring property. The Town Clerk had informed the owner who was taking action. It was agreed to draw the owner's attention to the trees along the boundary which were overhanging the pavement and covered in ivy.

11. Jefferson's Well:

No business.

12. Tree Warden:

Cemetery and Pageant Field tree work:

Cllr Bennell provided an update on tree work to date and it was noted that all tree work except two in the Cemetery and one in the Pageant Field had been completed.

The Town Clerk reported that one headstone had been damaged when the Pine tree in the Cemetery had fallen and it was agreed to obtain a quotation for the repair, which would be considered at the next meeting.

Ash tree in Cemetery:

It was noted that a resident had requested a copy of the Tree Inspection Survey Report and contact details of the Arboricultural Manager who had carried out the survey. Following discussion it was agreed for the Town Clerk to reiterate the original response.

13. Action Plan:

➤ Updates:

Review of plan for 2018/19

➤ Detailed and fully costed CIL funding nominations for IPC:

None

14. Matters of Report or Items for next agenda:

➤ S106 money from Drill Hall

➤ To consider creating a 3-5 year Plan for the Pageant Field

➤ Cemetery Searcher Programme

15. Date of next meeting:

Wednesday 21st March 2018 at 7.30pm

The meeting closed at 8:25pm