

**Minutes of the Lands Committee Meeting held on Wednesday 20th June 2018 in
The Cell The Old Court House, Bridge Street at 7.30pm**

1.Apologies:

Apologies were received and accepted from Cllr Collins, Cllr Kitching and Cllr Roberts.

Present:

Cllr Bennell (Chairman), Cllr Hopkins and Cllr Simpson.

In attendance:

Eileen A Coe (Town Clerk/RFO), James Overbury (Deputy town Clerk)

2. Public Comment:

None.

3. Declarations of interest:

None.

4. Minutes of previous meeting:

4120618 Cllr Bennell proposed the minutes of the meeting held on Wednesday 16th May 2018 (which had been circulated in draft form) be approved, which was seconded by Cllr Simpson with all in favour. The Chairman then signed the minutes.

5. Churchyard Maintenance:

Clock:

The emails and correspondence received regarding the ongoing work to regulate the clock were noted.

War Memorial:

No business.

6. Skate-Park:

See update below:-

7. Pageant Field:

➤ **Inspections/ Contractor report:**

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

A spare seat has been fitted following vandalism.

The weld had broken on the picnic table. It was agreed to ask Suffolk Punch Construction for a quotation to cut the support bar 6" from the ground and then Cllr Hopkins would repair and return to site.

There had been two fires reported to the police and a PCSO had met with the Town Clerk to view the CCTV footage.

➤ **CCTV:**

No business.

➤ **Annual Inspection Report:**

Update on actions:

Fencing:

It was agreed that the DTC would seek alternative quotes for the play area fencing repair/replacement.

Concrete on skatepark:

The Contractor approved by Full Council had been informed of the successful quotation.

Portable toilets:

7120618 Cllr Bennell proposed to recommend approval to Full Council, that the quotation from Wernik Group Ltd for a temporary toilet facility on the Pageant Field for 8 weeks (July to September) at a cost of £1,138 plus cleaning every day by Suffolk Coastal Norse at a cost of £1,067.52 from Budget 1510 (£2225), be approved, which was seconded by Cllr Hopkins with all in favour.

Replacement Pavilion:

7220618 Cllr Simpson proposed to recommend approval to Full Council to investigate costs and options to provide a permanent storage and toilet facility on the Pageant Field with a view to a making a CIL bid in 2019, which Cllr Hopkins seconded with all in favour.

8. Cemetery:

Grounds and Property Maintenance and Handy Person Contracts from 1/11/2018

8120618 Cllr Bennell proposed to recommend approval to Full Council the revised contracts and to approve the expenditure of the advertisement for the posts at £460.00 +VAT, which was seconded by Cllr Simpson with all in favour.

Cemetery Summer cut:

8220618 Cllr Bennell proposed to recommend approval to Full Council the quotation of £900.00 (same cost since 2011) for the Cemetery Summer cut, and rake of the wildflower area, which was seconded by Cllr Hopkins with all in favour.

Extension to cemetery suggestion from resident:

The Town Clerk advised of a request from a resident relating to the extension of the cemetery which was considered. It was noted that this suggestion was in the Neighbourhood Plan.

Watering cans:

It was noted that the missing watering can had been found.

9. Allotments:

No business.

10. The Fens:

No business.

11. Jeaffresons Well:

No business.

12. Tree Warden:

No business.

13. Correspondence:

None.

14. Castle Pond:

It was noted that the Town Clerk had written to English Heritage regarding the Castle pond area and the need for some maintenance of the commemorative plaque and seats which had been raised at Full Council by a member of the public. A positive response from English Heritage had been received advising that an urgent maintenance request for repairs had been raised.

15. Wifi on Market Hill:

It was agreed that the DTC would investigate options and costs of providing free Wi-Fi (with options to link QR codes back to the FTC website) on the Market Hill and report back to the next meeting.

16: Action Plan 2018/2019:

- Updates - None
- Detailed and fully costed CIL funding nominations for IPC – None.
- 3-5-year plan for the Pageant Field - Deferred to the next meeting.

17. Matters of Report or Items for next agenda:

None.

18. Date of next meeting:

Wednesday 18th July 2018 at 7.30pm.

The meeting ended at 8:30pm.