

**Minutes of the Lands Committee Meeting held on Wednesday 16<sup>th</sup> January 2019 in  
The Cell at The Old Court House, Bridge Street at 7.00pm**

**1. Apologies:**

Apologies were received and accepted from Cllr Bennell.

**Present:**

Cllr P Collins (Chair), Cllr S Hopkins, Cllr B Roberts, Cllr J Simpson.

**In attendance:**

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

**2. Declarations of interest:**

None.

**3. Public Comment:**

None.

**4. Minutes of previous meeting:**

Cllr Collins proposed the minutes of the previous meeting held on Wednesday 12<sup>th</sup> December 2018 (circulated in draft form prior to the meeting) were approved as an accurate record, which was seconded by Cllr Hopkins with all in favour.

The Chairman signed the minutes.

**5. Churchyard Maintenance:**

**5.1** One quotation had been received for the pollarding of the lime trees along Church Street from Elite Tree Services and another was expected from Suffolk Coastal Norse. It was agreed to wait for the second quotation and consider as an agenda item at Full Council on 7<sup>th</sup> February.

**5.2** Examples of covered black composite litter bins were considered and the Deputy Clerk was requested to provide examples of composite wood effect litter bins, with a capacity of 40 Liters and above, for consideration at the next meeting. The Town Clerk suggested consulting with Rev Sanders on the design before ordering any litter bin.

**5.3** The Town Clerk reported that the meeting with the PCC and the Tree Officer (at the request of the PCC) regarding the lime trees at the back of the Church, would be held on the 4<sup>th</sup> February and the result of this meeting would be reported to the next Lands Committee Meeting.

**5.4** The Town Clerk reported that the G&P contractor had pruned the vegetation which was obscuring the floodlights as instructed, and illustrated the effect of this with photographs. It was agreed that the result was satisfactory and sufficient cutting back had been undertaken at this time. It was noted that a further email had been received regarding the floodlighting at the back of the Church, which is also being obscured by vegetation. It was agreed to investigate further and report back to the next meeting. It was agreed for the Town Clerk to respond advising of the actions to be undertaken, but to also note that any tree work other than minor general maintenance work will require a Tree Works Application and approval by Suffolk Coastal District Council and also a Faculty from the Diocese. Therefore, any action required will be undertaken as appropriate in due course.

**6. Cemetery:**

**6.1 Memorial Rose Garden:**

The Town Clerk reported that three roses required replacing and advised of funds available in the budget. Cllr Hopkins proposed that up to £75.00 be spent from budget 1615 on three replacement roses and feed, which was seconded by Cllr Simpson with all in favour.

**6.2 War Grave Map:**

The Town Clerk reported on the progress on behalf of Cllr Bennell-which was noted. It was agreed to thank Cllr Bennell for the work to date and to express anticipation for the final result.

**7. Tree Warden:**

**7.1 Snow Drops:**

The Town Clerk advised that there were sufficient funds available for the purchase of 1000 snowdrops and Cllr Bennell had kindly offered to carry out the planting as usual. Cllr Collins proposed to spend £80 + P&P on 1000 snowdrops from budget 1620, which was seconded by Cllr Simpson with all in favour.

7.2 DC/19/0045/TCA Framlingham College – The Elms car park - Application to re-balance and prune Oak tree in Car Park. Supported.

### **8. Town Council Owned Seats**

The Town Clerk and Cllr Collins reported on the condition of the seats on the Market Hill and the cost to replace the wooden slats. Following discussion, it was agreed to replace the two seats outside Patricks News on the Market Hill with two new anti-vandal seats. The opportunity to fund one of these seats or jointly fund a seat in memory of a loved one, or by an organisation etc in the town would be advertised in the Town Council Newsletter and on the website. Once the new seats were installed the old seats would be relocated to the Pageant Field where they would be refurbished.

### **9. G&P Contractors Report**

#### **9.1 Pageant Field Inspection Report:**

The weekly inspection report was noted and filed for reference.

#### **9.2 Updates: (Geese in Cemetery, Winter cut and Allotment fence repairs)**

The Town Clerk reported that the G&P Contractor had installed chestnut fencing which was successfully keeping the geese out of the Cemetery. He had also completed the annual winter cut, and continued with-routine repairs to the Allotment fencing.

The G&P Contractor had removed one side of the chain across the entrance to the cemetery to allow easier access for wheelchairs and buggy's etc. which had been well received. However, locking one side of the main gate to prevent access by unauthorised vehicles was not possible, unless the gates were adapted in some way. It was agreed to monitor the situation

### **10 Pageant Field:**

#### **10.1 Play Area: no business.**

**10.2** The Town Clerk had approached two contractors for the hedge cutting and clearing of brambles, one had declined to quote and one quotation was considered. It was agreed to recommend approval of the quotation from Kindewood at £325 to Full Council for approval.

#### **10.3 New Pavilion:**

The Deputy Clerk reported that he had contacted four companies who had all expressed an interest in the proposals. It was agreed for the DTC arrange a meeting with each of them as soon as possible to discuss the project. Committee members as available and the Town Clerk would also attend and a report would be made to the next meeting.

#### **10.4 Electrical Safety Test:**

The Deputy Town Clerk had contacted several electrical contractors for a quotation, but only one had been received to date. He would pursue this matter further and report back to the next meeting.

#### **10.5 Fencing:**

The DTC reported that he had sent a revised specification to two companies and was awaiting their quotations. He reported that feedback from users of the Play Area generally supported the plan and all those he had spoken to felt that the new fence should be of similar height and construction to the existing fence.

### **11 CCTV:**

No business.

### **12.Skate-Park:**

No business.

#### **12.1 Floodlighting on Skatepark:**

The DTC reported that he had spoken to SCC Lighting who were to provide some advice and costs for an alternative solution, in time for the next meeting.

### **13. Allotments:**

Quotations for budgeting purposes had been received from Kiwi Fencing and Country Care Ltd and were considered. The Town Clerk/RFO, advised that there were insufficient funds in the budget at this time to replace the fencing, but as the G&P Contractor had been carrying out routine repairs and maintenance within the current budget the fencing was fairly solid and this was not an urgent matter.

It was agreed for the DTC to contact Kiwi Fencing to clarify whether the cost includes the removal and disposal of the old fencing, and to advise that this work was on hold until funds were available

but anticipated to be in 2020. The quotation from Country Care Ltd which was considerably higher would be declined.

**14. The Fens:**

No business.

**15. Jeaffresons Well:**

No business.

**16. Correspondence:**

None

**17. Action Plan 2018/2019:**

**17.1 Updates:**

The Town Clerk reported that she was currently updating the Plans with Chairmen of Committee's and had included the Pageant Field 3-5-year plan within the document.

**18. Matters of Report or Items for next agenda:**

- Temporary toilets on the Pageant Field for the summer holidays – Agenda item next meeting
- Cllr Hopkins reported that Eastwood Trees may be a good contact for future tree

**19. Date of next meeting:**

Wednesday 20th February 2019 at 7.00pm

Meeting closed at 8:02pm