

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

**1. Apologies:**

None.

**Present:**

Cllrs. D Carter, P Collins (Chairman), C Eastwood, M Hine, G Kitching, 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:**

**41161019** Cllr Collins proposed that the minutes of the previous meeting held on Wednesday 18<sup>th</sup> September 2019 (circulated in draft form prior to the meeting) were approved as an accurate record, which was seconded by Cllr Kitching, with all in favour.

The Chairman signed the minutes.

**5. The Fens:**

The information and advice received from Suffolk Wildlife Trust regarding the management of the Fens from 2020 was discussed. It was agreed that Cllr Simpson would draft some words to publicise the proposal to form a residents group called 'Friends of the Fens'. This would be a Councilor led group (supported by Cllrs Simpson and Eastwood) which would report to the Lands Committee. Once agreed, the form of words would be published in the Newsletter and on the Website. The matter would form an agenda item for the November meeting where any budgetary implications would also be discussed.

The resident's survey on the 'Next Door' forum was noted as being positive.

The information and advice relating to the Black Poplar on the Fens was also discussed. The DTC was asked to consult with the Environment Agency regarding the impact on the river of planting more Black Poplars. It was agreed to delay making any decisions on planting until the 'Friends of the Fens' group was set up and had discussed the issue.

**6. Churchyard Maintenance:**

➤ **Informal pathway:**

The PCC was waiting for the work to raise the canopy to be finished before it made any decision on the pathway. It was expected to be discussed at the next meeting.

➤ **Lime tree felling at back of Churchyard:**

The Town Clerk had submitted a detailed faculty to the Diocese. Should this not prove positive, it was agreed that the Town Council should ensure that any legal responsibility for any damages caused by the tree be clearly held by the Church as the landowner of the Churchyard and not the Town Council which only has responsibility for the maintenance of the trees.

➤ **Town Clock**

The annual service had been completed and future recommendations for preservative work were expected and would be considered at the next meeting.

**7. Cemetery:**

➤ **Memorial Rose Beds:**

**71161019** Cllr Simpson proposed that the sum of £284.66 be spent on purchasing eight oak sleepers for the new Rose Beds, which was seconded by Cllr Collins and with one abstention all were in favour. It was agreed to consider the cost of the compost and roses at the November meeting.

➤ **Driveway and Laurel Hedging:**

It was agreed to seek new quotations for the removal of the laurel hedge and resurfacing of the driveway. The driveway was to be enlarged to the point of the centre of the laurel hedge (approximately another 6" either side) which equated to the width of the gate. A notice would be put on the Cemetery gates outlining the work proposed once the cost of the works was known.

➤ **Geese.**

The G&P contractor was to be asked to discover where the gap in the hedge was that the geese were using to get into the Cemetery.

**8. G&P Contractors Report:**

➤ **Pageant Field Inspection Report:**

No issues reported. The report was filed for future reference.

**9. Pageant Field:**

➤ **New Pavilion:**

The DTC was asked to establish when the result of the Planning application was expected. The Town Clerk reported that East Suffolk Council had agreed that Town Council was free to spend the S106 funding on the New Pavilion. It was agreed that the proposals for the booking arrangements and management of the Pavilion was to be determined after the result of the planning application.

➤ **Fencing:**

It was agreed to look at all fencing options (metal, white picket and post and wire) at a future meeting. The cost per metre of fencing types was to be deferred to a later meeting.

➤ **New Equipment:**

Consideration of options and quotations received from Kompan and Playquip Leisure for play equipment on the site of the old Pavilion was deferred until the next meeting. The DTC was asked to provide a plan of the play areas showing what equipment was in place.

➤ **To consider results of survey relating to the proposed concrete Table Tennis Table**

This was deferred to the next meeting.

➤ **Pageant Field signage:**

**91161019** Cllr Collins proposed to spend £180.00 from budget 1504 on a new replacement sign for the Pageant Field which was seconded by Cllr Simpson.

The G&P contractor would be instructed to cut the hedge behind the notice board, to make it more visible.

➤ **Grass cutting:**

It was noted that ES Norse had cut the grass on the Pageant Field.

**10. CCTV:**

**101161019** Cllr Collins proposed to recommend to Full Council the expenditure of £495.00 + VAT for a new CCTV camera to cover the new Pavilion, (dependent on a successful planning application) which was seconded by Cllr Kitching with all in favour. The Town Clerk was asked to secure a deadline from the CCTV installation company in advance of the planning application result. It was noted that the CCTV needed to be in operation for the beginning of the works to install the Pavilion.

**11. Skate-Park:**

The DTC reported that the company chosen to install the flood lighting were unable to use the electricity supply for the CCTV at the Skate Park. He was asked to seek advice from the electrical contractor who installed the electricity supply as how best to achieve a supply for the flood lighting. To consider the results of survey relating to the proposed flood lighting  
This was deferred to the November meeting. It was agreed that Cllr Simpson would announce the existence of the survey at the Firework Spectacular and for the survey to be in the tent on the evening for people to respond.

**12. Annual Review of Risk Assessments:**

Cemetery – Cllr Hine. To be finalised.

Churchyard – Cllr Kitchen. Completed.

Pageant Field – Cllr Collins Completed.

Jeaffreson's Well – Cllr Eastwood. Completed.

Allotments – Cllr Simpson. To be finalised.

Fens – Cllr Carter. Completed.

All risk assessments would be presented to the Full Council for approval.

It was agreed for the Town clerk to obtain costs for the following signs proposed for installation on the Pageant Field;

Dogs on leads at all times

Please clean up after your dogs.

Pedestrians only – no unauthorized motor vehicles.

### **Cemetery Memorial Inspection:**

It was noted that a public notice secured to the gate was required in advance of the inspection.

Councilors would conduct the survey of each gravestone during January 2020. The Town clerk would provide information and guidance at the next meeting.

### **13. Trees:**

- The Cllr Collins reported on the meeting with Eastwood Tree Services at the Pageant Field and the successful work on pollarding the diseased Horse Chestnut and the lifting of the canopies of trees within the play-area – which was completed within the budget for the felling of the Horse Chestnut.
- **131161019** Cllr Collins proposed to recommend to Full Council the expenditure of £500.00 from Eastwood Tree services to lift the canopies of all trees on the Pageant Field, which was seconded by Cllr Kitching with all in favour.
- **132161019** Cllr Collins proposed to recommend to Full Council the expenditure of £450.00 from Eastwood Tree Services for the Pageant Field Tree Survey which was seconded by Cllr Eastwood with all in favour.
- The Town Clerk reported that she was awaiting a third quote for the Fens Tree Survey due during 2020 and this would be available at the next meeting.
- Tree Works Application:

The Committee raised no objection to the application DC/19/3702/TCA to reduce the size of two trees in Double Street.

### **14. Riverside:**

Following the recent work commissioned by the CO-OP on the riverbank, the DTC was asked to contact them with a view to setting up a dialogue about the future management of the river between Calendars and Fore Street.

### **15. Allotments:**

The DTC reported that he had contacted the Mills Charity and one local land owner regarding land for allotment expansion.

The tenant of the overgrown allotment had been contacted regarding the state of that plot.

### **16. Jeaffresons Well:**

No business.

### **17. Budget 2020/2021:**

The Committee's income and expenditure for the next financial year was considered and noted by the RFO. The final figures would be presented to the Finance and Strategic Planning Committee in December for a recommendation to Full Council in January.

### **18. Correspondence:**

#### **1/10 Resident**

Request for a French-style boules/petanque piste on the Pageant Field

The Town Clerk had responded to this request asking for evidence of need and size of area needed. This will be considered at the next meeting.

#### **2/10 Resident**

Request for a Fido Dog refuse bin on the pathway of the new Persimmon development

**101161019** Cllr Collins proposed to transfer £86.52 from budget 1620 to 1614 which would be used to purchase a fido dog bin for this area, which was seconded by Cllr Kitching with all in favour.

The DTC was asked to seek permission from Persimmon then advise SCN of the addition to the emptying schedule.

#### **3/10 Resident**

Request for access into the Pageant Field to cut down hedging along boundary to property in Saxmundham Road replacing with a fence.

It was agreed to allow the resident access and it was hoped the waste could be used for the bonfire.

#### **4/10 Gurneys Solicitors**

The letters were considered and the response drafted by the Town clerk agreed.

**5/10 Resident**

Email advising that The Woodland Trust are giving away trees to Communities  
This was noted and it was agreed to publish details of the Woodland Trust's offer on the Website and the Newsletter.

**6/10 Canadian Resident.** Email from a Canadian relative of a Framlingham born soldier looking to bury medals in the Cemetery.

It was agreed the Town Clerk would respond suggesting three options – purchase of an ashes plot or arrangements could be made to bury the soldier's medals by the Tommy seat in the Cemetery. Alternatively, a tree and plaque could be donated for the 'Tree Avenue' with the medals buried beside it.

**19. Action Plan:**

Updates

It was agreed to defer any updates until after the Strategic Forum.

Projects for Local CIL funding

None.

To consider Map/List of Assets owned by the Town Council and framework for this to be published on the website

This was deferred until the next meeting where it would be an agenda item.

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

None.

**21. Date of next meeting:**

Wednesday 20<sup>th</sup> November 2019 at 7.00pm.