

**Minutes of the Lands Committee Meeting held on Wednesday 20<sup>th</sup> May 2020  
held virtually via Zoom**

**1. Apologies:**

Apologies were received and accepted from Cllr D Carter

**Present:**

Cllr P Collins (Chair), Cllr C Eastwood, Cllr G Kitching and Cllr J Simpson

**In attendance:**

Eileen A Coe (Town Clerk/RFO)

**2. Declarations of Interest:**

None.

**3. Public Comment:**

None.

**4. Minutes of previous meeting:**

**4120520** Cllr Eastwood proposed that the minutes of the previous meeting held on Wednesday 19<sup>th</sup> February 2020 (circulated in draft form prior to the meeting) be approved as an accurate record, which was seconded by Cllr Simpson with all in favour.

The Chair signed the minutes.

**5. Cemetery:**

➤ **Driveway and Laurel Hedging:**

To consider quotations received to remove the laurel hedging and re-new the driveway surfacing including edging – on hold until results of Town Survey known.

➤ **Cemetery Memorial Inspection:**

5 yearly cemetery memorial inspection 6<sup>th</sup> January – 16<sup>th</sup> February – completed and the Town Clerk had collated the results which had been circulated via the Private Page on the website..

It was agreed for the Town Clerk along with the G&P Contractor to investigate further the memorials which had been identified as requiring work, and also ownership where possible, and report back to the Committee.

**6. Trees:**

The Town Clerk had produced a Tree Works Action Plan from the recent inspection reports for all areas of Town Council responsibility and this had been circulated to Councillors via the Private Page of the website.

It was noted that the recommended work identified to trees in the Tree Works Action Plan , as a priority (Red – 1-3 months) would be completed first, before considering the next recommendations in order of colour coded priority.

➤ **Churchyard**

The Tree Works Action Plan was noted.

➤ **Cemetery:**

The Tree Works Action Plan was noted. The following priority works were considered:

**Specialist tests on 2 x Beech trees:**

It was noted that the tests were carried out as agreed on 15<sup>th</sup> April and the report was awaited.

**Report on inspection relating to row of Maples and Wild Pear tree– EWP Consultancy**

The trees inspection report had been circulated to Councillors via the Private Page of the website. It was noted that the report recommended felling of the Wild Pear tree, and the only work recommended to the Maple trees was removal of deadwood,

**Quotation from Kindlewood for the felling of a Wild Pear and removal of deadwood in identified Maples:**

The cost of £525+vat was considered.

**6120520** Cllr Collins proposed to recommend approval of the cost of £525 + vat from Kindlewood for the felling of the Wild Pear tree and removal of deadwood as recommended in identified Maple trees, from Budget 1613, to Full Council, which was seconded by Cllr Kitching with all in favour.

The Town Clerk would prepare the required Tree Works Notice application for ESC.

#### **FTC Solicitors letter and response relating to Ash and Fir trees issue**

It was noted that the Town Council's Solicitor had sent the agreed letter on 8<sup>th</sup> April, but no response had been received to date.

#### ➤ **Fens:**

The Tree Works Action Plan was noted and the following recommended works considered:

#### **Felling of 2 Willow trees and 1 large Maple (Subject to Tree Works Application)**

The quotation received from Kindlewood of £735+vat was considered.

**6220520** Cllr Collins proposed to recommend approval of the cost of £735 + vat from Kindlewood for the felling of 2 Willow trees and 1 large Maple as recommended in the Inspection Report, from Budget 1613, to Full Council, which was seconded by Cllr Eastwood, with all in favour.

The Town Clerk would prepare the required Tree Works Notice application for ESC.

#### **Picus Test on T53 English Oak:**

The quotation from EWP Consultancy Ltd of £410+vat was considered.

**6320520** Cllr Collins proposed to recommend approval of the cost of £410+vat from EWP Consultancy Ltd for a Picus Test on T53 English Oak, from Budget 1613 to Full Council, which was seconded by Cllr Simpson, with all in favour.

#### ➤ **Pageant Field:**

The Tree Works Action Plan was noted. All first and second priority works had been completed.

#### ➤ **To consider any Tree Work Applications received prior to the meeting:**

None.

### **7. Pageant Field:**

#### **Pageant Field Inspection Reports:**

The weekly Inspection Reports completed by the G&P Contractor were noted and filed for reference.

#### **Play area closure due to COVID-19 restrictions:**

It was agreed that the play areas would remain closed until Government restrictions were lifted. The grass had not been cut within the play areas and this acted as a deterrent.

#### **New Pavilion:**

The Pavilion would remain closed until Government restrictions were lifted. The Committee would consider opening one of the toilets when the new locks etc could be fitted.

#### **CCTV:**

It was noted that all cameras are all in working order.

#### **Replacement See-saw:**

A Survey had been carried out and the favoured option with members of the public was the Motorbike style but the Primary School children's favoured option was the Octopus style.

It was noted that the Octopus was more slightly more expensive and had a back board which may attract vandalism.

**7120520** Cllr Collins proposed to recommend approval to the Strategic Planning Committee for the use of Local CIL funds for the purchase of a replacement Motorcycle See-Saw at a cost of £3,270.56 + vat (cost includes removal and disposal of old and repair of surfacing) which was seconded by Cllr Eastwood, with all in favour.

#### **Table Tennis Table:**

It was noted that the results of the Town Survey were awaited. The Town Clerk would check with the DTC to see if the funding application had been submitted.

#### **Fencing:**

It was agreed to meet on site when Government restrictions allow to consider this matter further.

#### **Castle Multi-Play:**

It was noted that the installation was expected as a priority as soon as Government restrictions allow.

#### **8. Skate-Park:**

##### **➤ Floodlighting:**

On hold until the results of the Town Survey received.

#### **9. The Fens:**

##### **➤ Friends of the Fens:**

Cllr Eastwood reported that the first meeting had been held on 22<sup>nd</sup> February on site.

##### **➤ Grass and Hedge cutting:**

Cllr Collins reported that the first cut had been undertaken on the Fens using the new figure of eight cutting regime, which had been well received by a majority of walkers. Cllr Collins noted that it would need tailoring to include the benches areas and he would continue to monitor the situation.

It was noted that the Station Road hedge had been lightly trimmed by the G&P Contractor and it was agreed for the Town Clerk to consult with the Tree Warden on the future management of the hedge now the new cutting regime was in place.

##### **➤ Black Poplars on Potters site – request for TPO**

Cllr Collins reported that the DTC had not been able to take a cutting of the Black Poplar before the site closed. However, the Black Poplar on the border of the Fens with the Old Orchard site was thriving.

#### **10. Churchyard Maintenance:**

##### **➤ Town Clock**

It was noted that once social distancing measures had been relaxed the Town Council volunteer would adjust the hands to the correct time.

#### **11. Riverside:**

##### **➤ Management of riverside vegetation:**

Cllr Collins reported that the DTC had made contact with the Co-op and Environment Agency but due to social distancing measure only critical and essential works were being undertaken at this time.

#### **12. Allotments:**

The Town Clerk reported that all tenants had paid the annual rent and all plots were being tended. There had been one vacancy at the beginning of April so one person from the Waiting List had taken over the plot, but there had been new applications and therefore there were currently 17 residents on the Waiting List.

The Town Clerk was requested to investigate what was happening with the Community Garden area and report back to the Committee.

**13. Jeaffresons Well:**

No business.

**14. Correspondence:**

**1/14 Resident:**

Email requesting that the commemorative sign next to the oak tree by the Station Hotel be replaced or renovated. The Town Clerk would investigate further and report back to the Committee

**2/14 Resident:**

Email requesting a large tree in the Pageant Field is cut back as the branches are overhanging the garden. The Town Clerk has requested photographs which will be circulated and considered at the next meeting.

**15. Action Plan:**

Updates: None

Projects for Local CIL funding: Replacement See-Saw for Pageant Field.

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

- Replacement fencing for the Allotments
- Cemetery Summer Cut
- Boules pitch
- Opening of the Pavilion
- Pageant Field Annual Inspection

**17. Date of next meeting:**

Wednesday 17<sup>th</sup> June 2020 at 7.00pm.

Meeting closed at 7.45pm