

**Draft Minutes of the Lands Committee held on Wednesday 17th May 2017 at
10 Riverside at 7.30pm**

1. Election of Committee Chairman:

Cllr Kitching proposed Cllr Bennell, which was seconded by Cllr Hopkins, with all in favour.

2. Apologies:

Apologies were received and accepted from Cllr P Collins

Present:

Cllr S Bennell (Chair), Cllr S Hopkins, Cllr G Kitching, Cllr B Roberts and Cllr J Tanner

In attendance:

Mrs Eileen A Coe (Town Clerk/RFO)

3. Public Comment:

None.

4. Declarations of interest:

None.

5. Minutes of previous meeting:

Cllr Bennell proposed the minutes of the meeting held on Wednesday 19th April (which had been circulated in draft form), be approved as an accurate record, which was seconded by Cllr Hopkins, and with one abstention due to absence, all were in favour.

The Chairman then signed the minutes.

6. Churchyard Maintenance:

It was noted that the ivy hanging over the wall had been cleared by the G&P Contractor as requested. It was noted that the problem with weeds growing out of the wall was the responsibility of St Michael's Church PCC, who would be informed.

It was agreed to request that the Suffolk Coastal Norse Street Cleaner clears the weeds along the highway adjacent to the wall in Church Street.

7. Skate-Park:

➤ **Update on refurbishment of metal ramps**

The Town Clerk reported that Purely Metal had completed the work as per instructions. It was noted that there would be an extra cost of £83.33 for paint which was agreed.

8. Pageant Field:

➤ **Inspections/Contractor report:**

The Daily Inspection reports and actions were noted and filed for reference. It was agreed to send a letter of thanks to the WI for litter picking on the Pageant Field.

➤ **CCTV:**

No business.

➤ **New Pavilion:**

Evidence of need was being pursued across a broad spectrum of ages. Cllr Hopkins to draft a letter to be approved by the Committee to be sent to an agreed list of organisations. It was noted that any facility on the Pageant Field would not create an income but would be an asset for the community.

➤ **Old Pavilion:**

Update on re-location of electrics:

The Town Clerk reported that the delay was due to UK Power Networks, but an update would be available shortly.

➤ **Driveway:**

Information and photographs – Cllr Tanner - deferred to the next meeting.

➤ **Roundabout:**

It was agreed that the new roundabout on the Pageant Field should be painted green.

9. Cemetery:

➤ **Cemetery Path:**

Information and photographs – Cllr Tanner- deferred to next meeting.

The Town Clerk advised that the cost per metre for resurfacing would be £67.50.

➤ **Grey bin replacement:**

The Town Clerk reported that Suffolk Coastal Norse had kindly replaced the bin with a broken wheel and provided a second bin free of charge.

➤ **Memorial Rose Bed:**

The Town Clerk reported that two dead roses would need replacing shortly which was noted. The Town Clerk advised that Realise Futures no longer produced the memorial plaques, but she had sourced another supplier but they were of a different style and more expensive. (Brunel Engraving - £23.45 each (125mm x 50mm) + metal ground stake £23.50) Following discussion it was agreed to proceed.

It was agreed to purchase a two tonnes of top soil for topping up graves at £83 from Botanica.

10. Allotments:

➤ **Blue bins issue:**

The Town Clerk reported that she had carried out a site visit and issued a letter to the allotment tenants who still had a blue bin on their plot.

➤ **Drain issue:**

It was noted that the drain needs repairing and new lid - It was agreed for the Town Clerk to write to Framlingham College to request assistance with the repair.

➤ **Water supply:**

A request for an additional permanent water supply rather than a temporary hose had been received. Following consideration it was agreed that there were no current plans to provide an additional water supply on the Allotments.

11. The Fens:

A meeting had been held with the owner of Fen House who had apologized for not requesting permission to cut down two trees on the Fens side. It was agreed to write to the property owner suggesting a contribution to the Replacement Tree Fund.

The response from the Environment Agency was noted. There followed some discussion on this matter and there was some concern that the bank would be washed away in winter when the water level rose.

12. Jeaffresons Well:

No business.

13. Tree Warden:

➤ **Clearance of riverside bank near Fore Street junction:**

It was agreed to instruct the G&P Contractor to clear the riverside bank and the cost of 3 extra hours was agreed.

➤ **Bushes in Churchyard:**

Cllr Bennell reported that the G&P Contractor had been instructed to trim and clear the viburnum shrubs in the Churchyard under agreed extra hours at a cost of £57 (3 hours) which was a saving of £223 from the previously agreed quotation (delayed and cancelled due to bird nesting in spring).

➤ **Replacement Tree Fund:**

The Town Clerk had written to Nicholas Newton at Suffolk Coastal District Council as requested, but no response had been received to date. However, Cllr Stephen Burroughes had agreed a contribution from his next budget.

14. Correspondence:

➤ **Framlingham College**

Request for dog litter bins at the entrances to Lords Meadow in New Road.

➤ **John Jones**

Request for a dog litter bin in New Street.

The Town Clerk advised there was £300 in Budget 1614 and the bins would cost £86.52 each from Glasdon UK. It was agreed to purchase three red Fido dog waste bins which would be installed by the G&P Contractor at the entrances to Lords Meadow in New Road, and one in New Street at the exit of Footpath 1 from Mount Pleasant to New Street. Suffolk Coastal Norse would be requested to add these locations to their list for emptying.

15. 2016/17 Action Plan:

➤ **Updates**

Cllr Bennell would update the Action Plan and circulate to members for consideration at the next meeting.

- Detailed and fully costed CIL funding nominations for IPC.

None.

16. Matters of Report or Items for next agenda:

➤ **Communication with the Public: Items for newsletters:**

New replacement bonded mulch safety surfacing for Pageant Field

Three new red Fido dog waste bins

Skate Park metal ramps refurbished and painted.

17. Date of next meeting:

Wednesday 21st June 2017 at 7.30pm

Meeting closed at 9.00pm