

Report of the Lands Committee Meeting held on Monday 15th February 2010 at 7.30pm

1. Apologies:

Mr N Corke

Present:

Ms S Bennell (Chair), Mr M Ellison-Taylor, Mr D Gray, Mrs C Girling, Mr J Larter and Mr R Parlone

In attendance:

Eileen A Coe (Town Clerk)

2. Public Comment

None.

3. Skate park

No business.

4. Pageant Field

- Vandalism and Damage Report: none
- Inspection sheets: noted
- CCTV: no business.
- Winter Gritting Record: noted
- Pavilion subsidence – deferred to March meeting for further investigations by Mr Corke

5. Cemetery

- Gates

Living Metal has advised that the remedial work will be completed when the weather becomes warmer.

It was noted that the removable post was being propped up against the railings causing damage to the paintwork. It was suggested that when the post is removed for access it should be laid down at the side instead. The Town Clerk was requested to inform the contractors and funeral directors.

- Skip

The Town Clerk advised that a skip had not yet been ordered as there had been several funerals over the last month. The skip would be ordered for next Monday and redundant equipment/materials from the sheds would be disposed of as well as items stored in the cemetery leftover from the last clearout.

Fertilizer for rose bed

- Rose bed

Ms Bennell proposed to approve the purchase of 10 bags of fertilizer for the rose beds at a cost of £30, using the recycling credits, which was seconded by Mr Parlone with all in favour.

- Ivy and Pathway

The Town Clerk reported that the Grounds Contractor had cleared the Ivy from the trees in lower cemetery. It was also brought to the committee's attention that an area of pathway (approx 8ft x 3ft) near the sheds is breaking up following the winter weather. Temporary measures were suggested, but it was agreed to monitor the situation and to put barriers up if the area becomes a Health & Safety hazard.

- Vegetation

The Grounds Contractor had removed the soil which had been deposited over graves some years ago, to reveal headstones and generally tidy up the area. The Town Clerk provided photographs of the work. However, there are still several more graves and memorials covered by hedges etc and the Grounds Contractor would need instructions on how much vegetation to remove. It was agreed to inspect the site during the annual walkabout in the summer. In the meantime it was agreed for Ms Bennell in her capacity as Tree Warden to consult with the Grounds Contractor, and make a decision which vegetation to tidy/remove.

6. Allotments

- It was noted that the top rail of fencing had been broken. The Grounds Contractor had replaced the rail as instructed by the Town Clerk.

7. Churchyard Maintenance

- Response from Rev Owen regarding the Churchyard shared responsibility for clearing and gritting during the winter months. The Town Clerk advised that this matter would be discussed at the next PCC meeting on 24th February. Agenda item next meeting
- The Town Clerk reported information as requested on hand held grit spreaders. It was felt that it would be productive for the Town Council to purchase one for use by the Town Council and Grounds Contractor as required. Mr Parlone proposed to recommend approval to Full Council for the purchase of an Ice Master Manual 50 Gritter grit spreader from Glasdon UK, for Town Council use, at a cost of £297.83 net, which was seconded by Mr Gray, with all in favour.

8. Fen Meadow

- Mr Ellison-Taylor proposed to recommend approval to Full Council for the appointment of contractor Geoff Rogers for the cutting of the Fen meadow for the 2010 season at a cost of £ 70+ vat per cut. (No increase from last year), which was seconded by Mrs Girling with all in favour.

9. Tree Warden

Ms Bennell reported that she had planted 1,000 snowdrops in the cemetery. Circles had been cut around the young trees in the cemetery and a top dressing applied, the Churchyard roses had been pruned, but the cemetery ones would be pruned later on. She had also cut the Ivy on the memorials in churchyard, which would be removed and put in a pile ready for the Grounds Contractor to collect and dispose of in the cemetery.

10. Memorial Inspection

Ms Bennell reported that she had completed the surveys for areas D, E, F and G; nine gravestones had been identified as requiring some action. It was agreed to ask the Grounds Contractor to give his opinion of those on the list and advise what action is required, which would be reported back to the next meeting. Mr Coe had completed areas H and J and there were no problems to report. Mr Larter and Mr Corke had agreed to undertake a survey of areas A, B and C before the deadline of 30th April.

11. Correspondence

37. Suffolk Coastal District Council

Tree work notification for Hill House 8a Fore Street T1 Spruce – remove. Noted.

6. Mr & Mrs D Toller

Letter raising concerns relating to a tree in the Cemetery and requesting that it be examined by a tree expert and the opinion pass on to them. Also requesting that part of the hedge is cut back to allow more light into their home. There was some discussion and Ms Bennell produced a photograph taken from the cemetery. The committee closely considered the placement of the trees and the photograph taken of the area. It was felt that there is no cause for concern at the present time, as it clearly shows in the photograph that the placement of trees avoids the property. However, the committee will review the situation in the spring when the trees are in leaf. The tree stump covered in Ivy would be trimmed level with the hedge as a goodwill gesture.

7. Alison Mooney

Letter regarding soil and debris including a storage construction, which has been placed, over a number of years on top of graves in the old part of the cemetery. It was noted that it was old practice to dispose of excess soil around the boundaries of the cemetery, which resulted in some graves in the old part being covered up, this ceased about 10 years ago. A new regime has been introduced where excess soil is placed in a compound and removed under licence annually. Over the last year or so hedges and vegetation have been cut back and excess soil removed to expose graves, this is ongoing as time allows. The debris left over from the last cemetery clear out including redundant items from the Pageant Field which have been stored in the cemetery will be removed and placed in the skip next week. Due to the settlement of graves top soil is bought in to top up the graves when necessary, and this has always been stored in between two graves at the rear of the cemetery. About three years ago a storage construction was built to tidy up and retain the soil. It was noted that once the bouncy castle is sold there will be more room in the cemetery shed for storage.

8. Suffolk Coastal District Council

Email from Sarah Shinnie requesting the use of Framlingham skate park for specific dates as part of the holiday activity programme. Mr Parlone proposed to approve the request which was seconded by Mr Gray, with all in favour.

13. The Old Parsonage Garden Services

Letter expressing interest in any grass cutting contracts. Noted and filed for reference.

12. Grounds Maintenance Actions

No other actions apart from those detailed above.

13. 5/10 Year Plan - Workshop Actions:

There was some discussion and the Workshop list was updated to include:

Pursue new cemetery purchase discussions
Capital funds for future Asset management

Cemetery walkabout list:

Driveway design and vegetation
Removal of hedge near sheds to accommodate new ashes plots

14. Matters of Report or Items for next agenda

- Raised lip on skate park ramp – deferred from 13th January for further investigation when weather improves
- Memorial Inspection (18th Jan- 30th April)
- Pavilion subsidence

15. Next Meeting

Wednesday 10th March at 7.30pm