

Report of the Lands Committee Meeting held on Wednesday 7th July 2010

Members met at 7pm at the Pageant Field and Allotments for the annual site visit and then returned to the committee room at 8.15pm.

1. Apologies:

Mr R Parlone

Present:

Ms S Bennell, Mr N Corke (Chair), Mr M Ellison-Taylor, Mr D Gray and Mrs C Girling

In attendance:

Eileen A Coe (Town Clerk) and Mr K Coe (Grounds and Property Contractor)

3.Public Comment

None.

4. Skate park

The annual ramp painting had been carried out by volunteers, but was not completed. (20 bottles of paint needed next time).

A request had been received to turn the grinding bar around 180 degrees. There is a raised lip on the corner ramp and the tarmac has a slightly raised surface on some of the other ramps. The Town Clerk was requested to investigate skatepark companies/manufacturers for advice on these issues and the life span of the current tarmac, so that replacement could be budgeted for in the future.

The Town Clerk was requested to contact Adam Mills at Living Metal to revisit the site, as the repair carried out to the ramp at a cost of £720.00 has not been satisfactory, as the fixings have not held in place.

5. Pageant Field

Report on annual site visit:

It was noted that the tree overhanging the garden of the property in Pageant Place is not on the Pageant Field but on the field adjacent. The Town Clerk was requested to respond to the householder.

Vandalism and Damage Report:

Commemorative plaque removed from gates on Pageant Field – re- fixed by Grounds Contractor

Inspection sheets: no problems reported.

CCTV:

Camera lens still getting stuck intermittently. It was noted that arrangements have been made for a temporary one to be installed, while investigation into the problem is carried out.

Pavilion:

Specification and quotation requests sent out– to be discussed at the next meeting

Hedge/boundary:

The costs for 14 metres of post and rail for the Scout & Guide Headquarters boundary was considered. Mr Corke proposed approval of the cost of 2 x rails (28 metres x 4x1) at £32.90 and 6 posts (1.8 x 4x4) @ £45.19, plus four hours labour, total cost £130.09, which was seconded by Mr Gray with all in favour.

Adult Fitness equipment:

Deferred to next meeting.

Basket Ball area:

A request had been received for an additional basket ball net at a lower level. The Town Clerk was requested to obtain a cost for a junior pole to be position to the right of the area, as it was felt that this would be preferential to an additional net on the existing pole for health & safety reasons.

The Town Clerk was requested to investigate the cost of tarmac to replace the concrete area.

6. Cemetery

The Town Clerk had met with Ian Moore (Funeral Director) as requested at the last meeting for his opinion on the future needs of the cemetery. It was noted that there is room for burials in the Infirmary Lane end for the next 25-30 years and 50 years worth of ashes plots in the rose garden area. The Town Clerk and Ms Bennell outlined plans for the ashes area, to include an additional memorial rose garden, fencing and new hedging etc, which was agreed in principle. The Town Clerk was requested to measure and draw up plans, with costings to be considered at the next meeting.

There was some discussion on cemetery management in general and it was noted that the Town Clerk has carried out the administration of the cemetery for the last 9 years, and has extensive knowledge of procedures following her training in cemetery management.

Cemetery Project - Information Panels and Leaflet (Ear Marked funds £1,200)

Deferred to next meeting

7. Allotments

No problems reported.

8. Churchyard Maintenance

The Town Clerk had met with F Masters Ltd as requested and a quotation and options for; cleaning the war memorial, re-painting the inscribed names, replacing concrete edging and replacing 3 x broken paving stones had been requested. (Budget 2011/12) To be discussed at the next meeting.

9. Fen Meadow

Costs for replacement litter bins from Glasdon Uk Ltd, was considered. It was agreed for the Town Clerk to investigate further options for something more suitable for a rural area.

10. Tree Warden

Ms Bennell noted that one Laburnum tree had been omitted from the Tree Risk Survey Report, and would need to be added to the schedule of works required. Approval for the works had been received from SCDC, and no formal conservation area consent will be necessary this time. A response from the Diocese regarding the need for a faculty is still awaited.

11. Correspondence

Suffolk County Council – item 14

Letter requesting permission to erect a small gazebo on the Pageant Field on Tuesday 28th July 2pm – 7pm and 20th August 6pm – 9pm, for Outreach Youth Work sessions. Approved

12. Grounds Maintenance Report and Actions

None.

13. Matters of Report or Items for next agenda

Information and costs for replacement Multi Play unit

Quotation for dish roundabout

To consider Pavilion refurbishment quotations

To consider quotations for the removal and replacement of the boundary hedge along Station Road

The Town Clerk and Mr Coe declared an interest and left the meeting for the next item.

14. Cemetery Summer Cut

It was noted that KN Coe Garden and Grounds Maintenance, had carried out this work for the previous two years to an excellent standard, and as the work is under £1,000 there is no requirement to seek further quotations, which was unanimously agreed.

Mr Corke proposed to recommend approval to Full Council on 5th August, of the quotation received from KN Coe Garden and Grounds Maintenance, for the summer cut of the cemetery to be undertaken over a four week period in August, which was seconded by Mrs Girling with all in favour.

15. Next Meeting

Wednesday 11th August at 7.30pm