

**Minutes of the Lands Committee 7pm
Wednesday 18th January 2023**

1. PRESENT

Cllrs Culemann (Chair), Eastwood and Seinet.

1.1 Apologies

Apologies were received and accepted from Cllr Benbow (work Commitments) Cllr Fitzhigham was delayed.

1.2 In attendance

James Overbury (Town Clerk TC) and two members of the public.

2. DECLARATIONS OF INTEREST

None.

3 MINUTES OF PREVIOUS MEETING.

LAM-2023-01-19 1 Cllr Culemann proposed that the minutes of the previous meeting be accepted as a true record which was seconded by Cllr Eastwood with all in favour.

4 PUBLIC COMMENT

4.1. LAM-2023-01-19 2 Cllr Culemann proposed to adjourn the meeting for public comment which was seconded by Cllr Eastwood with all in favour.

A member of the public spoke about their view of Town Council minutes and made suggestions for cutting costs. Cllr Eastwood made a reply.

4.2. LAM-2023-01-19 3 Cllr Culemann proposed to reconvene the meeting which was seconded by Cllr Seinet with all in favour.

5 FTC ASSETS:

5.1.1 Trees on FTC land General

Cllr Culemann reported that a resident had written to the Town Council regarding a branch which had fallen from one of the Pageant Filed trees onto her property. The TC had de arrangements to view the tree and property and would report back to the next meeting.

5.1.2 2023 Tree Survey process

Cllr Culemann reported that the Clerk had started the process to identify and seek quotations from appropriately qualified companies to undertake the tree survey. It was anticipated that this should be done before the trees are in leaf.

5.1.3 TCA applications

None

5.1.4 Other tree issues

The issue of applying for a tree preservation order for the tree next to the white cottage on college road was considered and the Clerk would look into the process.

5.2 Pageant Field

5.2.1 Water main

Cllr Culemann reported that the Clerk was seeking a copy of the terms and conditions from Clarke and Simpson.

5.2.2 CCTV

The Clerk reported that the maintenance contractors had been on site to reset the electric which had tripped again causing the CCTV and WIFI to fail. The Clerk reported that he was revising the CCTV policies for the Pageant Field and would look to address and mitigate the issue of the contractors being able to access the images remotely.

5.3.3 Skate Park

5.3.3.1 lighting

Cllr Seinet reported that she had spoken to a number of skate park users and was looking to share with the Committee interim results of a survey at the next meeting.

5.4 Pavilion

5.4.1 Gate

Cllr Eastwood reported that the gate was completed but it had a padlock on it. It was agreed the Clerk would ask the G&P contractor to remove the lock.

5.4.2 Toilets

The Clerk would establish from the cleaner what times were they locking and unlocking the toilets.

5.5 Play area

5.5.1 Inspection reports

The G&P contractors daily inspection sheet was noted along with their report of other activities completed by them over the last month.

5.5.2 Repairs following last full inspection

The Clerk reported that he was having difficulties finding comparative prices for the repairs and had gone to the manufacturer of the large piece of play equipment for a quotation. He would also ask other Town Council's who they used for their repairs.

5.5.3 Other assets on PF (fitness, boules, etc)

No issues

6 JEAFFRESON'S WELL

No issues

7 FENS

6.1 Contract for 2023 cuts

Cllr Culemann reported that quotes were being sought for the 2023 cuts. He reported that the G&P contractor would be cutting the hedge along station road shortly.

8 CEMETERY

7.1 Report on finding more land

Cllr Culemann reported that the Clerk had met the local funeral director who had identified a number of additional spaces (including either side of the drive way) for graves which potentially offered a total of 40 spaces left in the Cemetery. This was estimated to be 3-4 years' worth of plots. The Clerk was continuing to look at all the options available to the Town Council including what were the steps required if it were to cease being a burial authority. The working group (Cllrs Eastwood, Culemann and Benbow would meet to look at the steps required to prepare a report for the Town Council to consider.

Cllr Culemann reported that the G&P contractor had completed the winter cut and was working on the hedges.

It was agreed the Clerk to ask the G&P contractor to repair the benches in the Cemetery.

7.2 Skip

Cllr Culemann reported that the Clerk had found a local company who operated a small skip vehicle which the G&P contractor felt would be able to negotiate the Cemetery entrance and drive.

LAM-2023-01-19 4 Cllr Culemann proposed to spend up to £200.00 on a four yard skip for the Cemetery from budget 161, which was seconded by Cllr Eastwood with all in favour.

Cllr FitzHigham joined the meeting at 7:50pm

9 MARKET HILL

8.1 Electric

Cllr Culemann reported that all the seals, hydraulic rams and locking mechanisms had worn out and needed replacing. The Clerk was seeking quotations to repair these. Due to the nature of the works and the potential hazards, the use of emergency powers to spend TC money would be considered in the light of advice from suitably qualified electricians, should there be health and safety issues which required a more rapid response.

8.2 Market Traders

It was agreed to consider the market stall pitch costs next meeting

8.2.1 New applications

LAM-2023-01-19 5 Cllr Culemann proposed to adjourn the meeting to allow the market supervisor to advise the meeting on the applicants, which was seconded by Cllr Eastwood with all in favour.

The market supervisor gave information on the applicants and took questions.

LAM-2023-01-19 6 Cllr Culemann proposed to reconvene the meeting which was seconded by Cllr Eastwood with all in favour.

LAM-2023-01-19 7 Cllr Culemann proposed to grant Filipski and Kirkus artisan pottery a casual license for a pitch on Tuesday and Saturday which was seconded by Cllr FitzHigham with all in favour.

LAM-2023-01-19 8 Cllr Culemann proposed to grant Kelly Clark vegan skin care products a casual license for a pitch on the Saturday Market, which was seconded by Cllr FitzHigham with all in favour.

10 EXTERNAL ASSETS UNDER FTC MANAGEMENT

9.1 Churchyard

9.1.1 Replacement trees

Cllr Culemann reported that the Clerk had written to both the Diocese and the PCC regarding the replacement trees. It was agreed to follow this up with an email to the Diocesan advisory Committee and the ESC tree officer for advice in advance of applying for a faculty to replace the trees.

9.2 Allotments

No issues

11 CORRESPONDENCE

11.1 Email from SRH School re having to consider charging traders for Saturday parking in their car park

It was agreed that the Clerk find out more details from SRH and report back to the committee.

11.2 Email from resident re state of roundalls on hill and Pig's path (passed to HRP)

Cllr Eastwood reported on the history of the care of the roundels and lime trees on Market Hill.

It was agreed that publicity be generated though social media, the website, FramFare to seek volunteers to maintain the roundels. It was also agreed the Clerk would approach both senior schools for DOE students to consider completing their voluntary work element of their awards by looking after the roundels.

11.3 Email from ESC re Rats on the hill.

It was agreed that the Clerk contact Anglian Water and look for them to inspect the sewers for damage and work with ESC to establish ownership of the roundels. This would establish the liability for the maintenance and thus vermin control.

12 DEFIBRILLATORS

Cllr Culemann reported that the Castle had accepted a defibrillator from a private individual and thus the gift of one from Taylor Wimpey still needed a home. It was agreed that the Clerk approach the Bank, the Crown and Hour Community in the first instance, and report back to the next meeting.

13 PUBLIC WATER TAP

Cllr Culemann reported that this had yet to be installed by NORSE and the Clerk was pursuing the works.

14 ACTION PLAN

This was being updated and would be circulated in advance of the next meeting

15 MATTERS OF REPORT

It was noted that a meeting between the River Trust and the working party had been arranged for February 2

16 ITEMS FOR NEXT AGENDA

- **Market Pitch Rents**
- **New Play equipment**
- **Actions from Action Plan (I'll add these when you have updated the AP)**

17 NEXT MEETING

18. LAM-2023-01-19 9 Cllr Culemann proposed to pass a resolution to exclude the press and public will be passed by virtue of the Public Bodies (Admissions to Meetings) Act 1960 s1 (2) for item 18 because of the confidential nature of the business to be transacted
Members of the Public and Press will be requested to leave the meeting, which was seconded by Cllr FitzHigham with all in favour.

18 G&P CONTRACTOR CONTRACT

LAM-2023-01-19 10 Cllr Culemann proposed to recommend to Full Council that the G&P contract be extended, under the same terms, for one year until 30 October 2024, which was seconded by Cllr Seinet with all in favour.

Next Meeting: Wednesday 22nd February.

The meeting concluded at 8:47pm