

PRESENT

Dr M Robertson, (Chairman), Mr Derek Blackman, Mrs L Edmeads  
Mr J Hunt.

ADDITIONAL CIRCULATION

All other Members,  
Mr. G Bland, Mrs. B Palmer, Mr. S Holden,

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| 1.  | <u>Adjournment for Public Speaking</u>  |
| 1.1 | None  |
| 2.  | <u>ELECTION OF OFFICERS</u> - Election of Chairman. LE proposed and JH seconded that MR should be elected chair. This was unanimously agreed. MR proposed and seconded by LE that DB should be elected as Vice Chairman. This was unanimously agreed.<br>MR continued that as in previous years he would like members to take areas of responsibility. It was agreed that JH would continue to look after the cemetery, with DB and LE would share the allotments between them. MR explained that he speak to PJ as he was unable to attend tonight.  |
| 3.  | <u>Apologies for absence</u>  |
| 3.1 | Mr P Jones, and Mr M Appelbe  |
| 4.  | <u>Declaration of interests</u>   |
| 4.1 | None  |
| 5.  | <u>Approval of Minutes</u>  |
| 5.1 | Minutes of Meeting held on 27th April 2018 were reviewed. These were agreed three in favour and one abstention DB, as DB was not at the previous meeting.   |
| 6.  | <u>Matters Arising:</u>   |
| 6.1 | Play Equipment -The new roundabout has been installed at the KGV. It is popular, and Fenlands our contractor has been excellent. MR went through the latest inspection report the items highlighted for action at KGV were rocking springer, this has been repaired, and the fence is in the fall zone, will take advice from RoSpa as their inspection is due early July. At Heartenoak, the activity tower caps some are missing and there is graffiti on the slide climber, ask External Caretaker to remove and replace the caps. The swing basket beam, this has now been replaced. Play bark is an on going issue but the long term we are gradually moving away from this and replacing the surfacing. |
| 6.2 | Heartenoak Playing Field – the office did receive two complaints about the length of the grass and there was a perception or feeling that the council did not care as much as could about this playing field. The complaints have been resolved. Our contractor had a very busy workload but the grass has been cut now.MR explained that we had spent a lot of money in the last year on this playing field with new play equipment and the committee does care about both our playing fields very much.   |
| 6.3 | KGV Playing Field; JH mentioned that he felt the hedge in the KGV should be cut back as brambles are coming across the footpath. Deputy Clerk to speak to contractor. LE raised a concern over a footpath near Conghurst Lane as it is difficult to pass on foot. MR agreed to liaise directly with her explaining that it is the land owners responsibly and for KCC to enforce any action required but we could report it.  |
| 6.4 | Allotments – Annual rent letters are due to be issued in Sept/Oct. It was felt that the rents are reasonable compared to other councils but there have been some costs at Ockley. We had to remove some asbestos; we do provide water and some maintenance. They do just about cover their costs. JH proposed and second by MR that the rents are increased by a pound from £22.00 to £23.00 per plot. This was unanimously agreed. MR proposed then that those who have an additional plot or plots the fee should increase from £25.00 to £26.00. This was unanimously agreed.  |

6.5 Side gate MR and Deputy Clerk have inspected this. However, it is not gate but a fence that has been broken down and although some people may use it, it is not the entrance to the allotments and if we did put in a gate we would need permission from the owners of the car park at Bassenden cottages. The Clerk who had joined the meeting advised this could cause difficulty if the gate were to block car parking spaces for the residents and he felt that a second entrance could make it easier for people not using the allotments to access the site. MR said this has been a problem as we believe recently asbestos sheets have been dumped at the allotments. It was agreed to ask our external caretaker to see if he can repair the fence, if not we may need a contractor.

Non - cultivated plots MR and the Deputy Clerk recently visited the allotments at Ockley. There are a couple of letters to send and since their visit it has been reported that a couple of the other plots have now been cultivated. An email has been received from an allotment holder about a particular plot being what they consider to be non-cultivated. It was agreed that members would look at this plot in more detail during the walk round. Deputy Clerk to send the plan/map for the allotments to DB & LE ahead of the walk round.

6.6 Cemetery – Notice board is to be installed next week. A resident has emailed raising concerns about the Lych gate, the hedge at the cemetery and moles. Our contractor is who installing the new notice board, is to quote to repair / renovate the Lych gate. Deputy Clerk has spoken to another company to obtain another quote we can get an idea of cost and work involved. The Clerk asked if we had considered guttering around the Lych gate so that water could be collected. Members thought the guttering had been removed as it had become old but there is a water butt behind the cemetery shed which was replaced a couple of years ago. JH felt the saplings are growing where the hedge had been damaged by a car accident a few years ago and we probably do not need to plant anymore and the moles have receded. It was agreed no action was required but the committee would keep in mind during the walk round.

7. Matters for Further discussion;

7.1 The Missing Millennium Plaque KGV – JH thought this may relate to a plaque by the trees that were planted. He asked for correspondence to be emailed to him and he would investigate.

7.2 Risk Assessment – Deputy Clerk explained that we were asked during our audit what procedures we have in place for the playgrounds and for checking the grave stones are stable. The auditor confirmed he was happy with the procedures we have in place. She was concerned about how far we should go on the land we own and do we have everything covered. PW is looking at the Risk Assessments on the buildings we own. The Clerk said he would speak to him to discuss further.

8. Correspondence

8.1 Two emails from residents concerning grassing cutting at Heartenoak see comments above

8.2 Email from allotment holder concerning non cultivated plot see comments above.

9. Questions and comments from Councillors;

9.1 The walk round was agreed to be Friday 6<sup>th</sup> July at 9am at the cemetery. The clerk agreed to join members.

9.2 LE mentioned the state of the flower tub by the library, whether it could be planted, replaced or sited in a better place. Members to look at during the walk round.

9.3 The Fete Committee have kindly agreed to remove the beacon basket and repair. Bridglunds a local contractor have offered to carry out this work.

9.4 LE asked what arrangements are in place to commemorate 100 years since the end of World War One, as she felt the library may be able to help. The Clerk has had a meeting with the group that are organising the events and will introduce LE to them.

10. Notes and Information

None

11. Confidential;

11.1 Flower tub issue discussed.

12. Closure

12.1 The meeting closed at 20.15. The next meeting will be held on 24<sup>th</sup> September 2018

Signed.....Date.....  
Dr Michael Robertson, Chairman Land Committee

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