



Minutes of the Estates and Properties Committee Meeting – 7th July 2023

1. To note Councillors present

Cllr Shaw opened the meeting at 10am with 2 other Councillor present: Cllrs Burgis, Rotchell. Grounds person and Clerk. EP/23/077

2. To receive Apologies for absence with reasons

Cllr Elford, MGM – personal.

It was **resolved** to accept the apologies

Proposed: Cllr Rotchell **Seconded: Cllr Burgis**

unan

EP/23/078

Cllr Hewlett none received.

3. To receive Declarations of Interest & Approve Dispensations

None

EP/23/079

4. Public question time (15 minutes allowed for this)

Aaron Hockerday spoke regarding appeal of boundary decision

D-Clerk spoke regarding the boundary at allotments

D-Clerk and Mr Hockerday left the room

EP/23/080

5. To receive and approve the Minutes of:

It was **resolved** to approve the Meeting minutes of 26th May 2023

Proposed: Cllr Burgis **Seconded: Cllr Rotchell**

unan

EP/23/081

6. Public Bodies (Admission to Meetings) Act 1960.

It was **resolved** that in view of the confidential or special nature of the business about to be transacted, it is advisable that the press and public be excluded and instructed to withdraw during the discussions for the following items: Appeal against officer decision regarding boundary between Allotment Plot 29 & 30. Hall project update.

Proposed: Cllr Rotchell **Seconded: Cllr Burgis**

unan

EP/23/082

A thorough discussion took place.

It was **resolved** that boundary is as original boundary line delineated by the half buried wood.

Proposed: Cllr Rotchell **Seconded: Cllr Burgis**

unan

EP/23/083

Mr Hockerday returned

Mr Hockerday was informed of decision. He noted that to continue with the installation of a boundary fence he will need access from Plot 30. Permission to enter into that plot was granted.

7. To receive Clerk's report

OCM café – reported that tenant is doing OK. Last few budgeted items are arriving – tables for the shelter and storage container due end of the month. Cleave EV charger, some income has been generated – invoice sent. Churchfield CP Ticket machine insurance claim – metric has been out and assessed it - needs replacing. Clerk will send off the claim once the quote has been received. Riverside walk (mural) – can't contact landlord; will keep trying. Solar panels on toilet – would cost £6-8k – panels are 1.8 x 1.1m; would be able to get enough on the roof and trees shade it. Not worth the investment. CCTV not done yet – was told it would be last week; no further news. EP/23/084

7. To receive Grounds Manager's report

Playbark has been ordered, Thrussels have completed the centenary tree, repaired slate at park entrance.

Since café opened, much better atmosphere at OCM and less vandalism, cladding on Scout has been repaired and minor divots in tarmac pump track have been repaired. Mower needs its 400 hour service – has to be done

by Vincent's in order to maintain the warranty. £604.72. Noted that the roof of the tower not been put back on – waiting for the cherry picker. Cemetery and orchard have been strimmed, but is avoiding the bee hive...

EP/23/085

8. To receive portfolio holder reports

Play Areas/OCM. - Enfield Park phase 3 will be about £50k – needs a grant application for CIL money – no office capacity to complete this.

EP/23/086

Enfield Park – benches – 2023 budget is £1000.

It was **resolved** to split budget 50/50 between Oak and plastic and mend as required.

Proposed: Cllr Rotchell

Seconded: Cllr Burgis

2-0 (1 abs)

EP/23/087

Pond path – getting weeds, to hiring a flame thrower in the Autumn but be mindful of plastic matting underneath stones. To schedule walkround for the September meeting. Lovely to enjoy the park at the moment looking clean and tidy.

EP/23/088

Car Parks – Cllr Burgis noted extra CP capacity if Tesco planning is successful.

Cemetery & Orchard – Looks good – but no sign of the wildflower plug plants from last year. Some trees have fruit, some don't.

EP/23/089

Allotments & Footpaths – D-Clerk report attached regarding recent inspections, enforcements and maintenance requirements - paths and boundaries (strimming/weeding), willow hedge/trees. Fencing and numbering.

EP/23/090

Town Hall - no update

EP/23/091

9. Agenda items

a. The offer of land (leasehold) for allotments - adj. to Castle Goff was discussed. Cllr Shaw noted that it was too far out of town and on a leasehold basis. Clerk to reply on the basis that would start discussion if it was freehold.

EP/23/092

b. Parking at Clease CP was **discussed** and last weeks' parking survey was **reviewed**. Clerk noted similar number of cars parking to Dec 2020 survey but now have less spaces. Same as before not enough space for all users. Cllr Rotchell noted that the free for all was not working. Clease Road houses – some are putting in driveways. Needs to be managed on the same basis as Churchfield for continuity permits and two hours free parking. Permits for the surrounding area; 1 permit per household. No guarantee of a space; permit is a prepayment. No second permits available for households with more than one car - Churchfield permits are available. Clerk noted that the change of car parking order would include a consultation. Details regarding ticket machine etc. to be had in budget discussions in the autumn.

It was **resolved** to recommend to FC introduction of management/enforcement - £50 per permit (less than £1 per week), hourly charges remain the same and changing Churchfield permits to £50, with £150 for second vehicles from 2023-24.

Proposed: Cllr Rotchell

Seconded: Cllr Burgis

unan

EP/23/093

c. It was **resolved** to fit the replacement fence at OCM in the Autumn.

Proposed: Cllr Rotchell

Seconded: Cllr Burgis

unan

EP/23/094

d. It was **resolved** to recommend to FC that the 1 extra charging point location at Churchfield CP to be adjacent to the donation point.

Proposed: Cllr Burgis

Seconded: Cllr Rotchell

unan

EP/23/095

e. It was **resolved** to order the Lavazza coffee machine from the 3 quotes provided and bistro tables for Library

Proposed: Cllr Rotchell

Seconded: Cllr Burgis

unan

EP/23/096

f. It was **resolved** to have a supplied Tourist information point – leaflets in library foyer

Proposed: Cllr Burgis

Seconded: Cllr Rotchell

unan

EP/23/097

g. It was **resolved** to complete asset of community value nomination form for the rusty garage at Clease CP.

Proposed: Cllr Rotchell

Seconded: Cllr Burgis

unan

EP/23/098

h. Cllr Shaw **noted** that the Valley Truckle war memorial is viewed as CTC property for fixed asset register.

It was **resolved** that Clerk write to organiser to confirm the conversation in writing.

Proposed: Cllr Rotchell

Seconded: Cllr Burgis

unan

EP/23/099

i. The supply of a defibrillator at Tregoodwell was discussed. Numerically it is not required but the area is a bit out a limb. Clerk to find out capital costs for next meeting. Clerk noted a legal agreement would be required in order to confirm access to a residential property in perpetuity. Also, ongoing running costs. Next agenda.

EP/23/100

j. That issue of the public charging their personal devices in library was discussed. Maybe plug-in pay as you go meter on the points downstairs? Clerk to research.

EP/23/101

11. Date & Items for next meeting.

11th August 2023. 10am

Community Hub.

Allotment fence/gate post replacement