

IRTHLINGBOROUGH TOWN COUNCIL



MINUTES OF THE VIRTUAL MEETING OF THE PROPERTY AND SERVICES COMMITTEE HELD ON TUESDAY 24TH MARCH 2021 AT 7PM ON ZOOM

PRESENT: Councillors R Powell, Mrs I Rollings, A Short, T Walton and A Winkle (Ex Officio)

ABSENT: Cllr N Khandwala

ALSO PRESENT: J Comont, C Morton

Prior to the meeting the Chairman Councillor T Walton took the opportunity, as it was the last Property and Services Committee meeting prior to the new council taking over, to thank the Assistant Clerk for her guidance, the Admin Assistant for ensuring information available and the committee members and co-opted members for their time and hard work during the current council's term.

AGENDA

47. APOLOGIES – TO RECEIVE AND ACCEPT APOLOGIES FOR ABSENCES RECEIVED IN ADVANCE OF THE MEETING

No apologies had been received.

48. DECLARATIONS OF INTEREST – TO RECEIVE DECLARATIONS OF DISCLOSABLE PECUNIARY INTEREST AND OTHER INTERESTS AND THE NATURE OF THOSE INTERESTS RELATING TO ITEMS ON THE AGENDA.

No declarations were made.

49. MINUTES – TO APPROVE AND SIGN AS A CORRECT RECORD THE MINUTES OF THE PROPERTY AND SERVICES COMMITTEE MEETING HELD ON 26TH JANUARY 2021.

RESOLVE P&S/03(21)/87 - that the minutes of the Property and Services Committee meeting of Tuesday 26th January 2021 be approved and signed as a correct record of proceedings

50. MATTERS ARISING – TO NOTE ANY MATTERS ARISING FROM THE MINUTES OF THE PROPERTY AND SERVICES COMMITTEE MEETING HELD ON 26TH JANUARY 2021. (UNLESS COVERED BELOW)

Page 22 Item 46 RESOLVE P&S/01(21)/86 – that the Council write to the Peterborough Diocese requesting written confirmation that the newly purchased area of land in Church Street has no Chancel liability and no claims will be made against the Council in connection with the newly purchased area of land in Church Street in the future. – Councillor A Winkle asked if a response had been received from the Peterborough Diocese.

Chairman

Date

The Assistant Clerk advised no response had been received to date.

51. TO RECEIVE AND NOTE ACTIONS TAKEN AGAINST THE PROPERTY AND SERVICES COMMITTEE RESOLUTIONS UP TO 9TH MARCH 2021.

Nothing was raised.

RESOLVE P&S/03(21)/88 - that the actions taken against the Property and Services Committee resolution list up to the 9th March 2021 is received and noted.

52. TO RECEIVE A REPORT GIVING ADVICE ON WHERE TO PLANT WOODLAND TRUST TREES FOR FURTHER DISCUSSION AS PER **RESOLVE P&S/01(21)/83**.

Two suggestions had been put forward.

Suggestion 1 – Around edge of green spaces in Presland Way

Suggestion 2 – Land to the rear of the Wellingborough Road Cemetery.

It was considered that the land to the rear of the Wellingborough Road Cemetery would be a good location and provide a pleasant border to the site in the future when it was incorporated as part of the cemetery.

The field is currently leased and used as grazing land. It was noted that precautions would need to be taken to ensure the trees were not damaged by the grazing animals.

RESOLVE P&S/03(21)/89 - that the report giving advice on where to plant the woodland trust trees is received and noted.

RESOLVE P&S/03(21)/90 - that the Woodland Trust 30 tree package, comprising of 10 Silver Birch, 10 Rowan and 10 Red cherry trees, be planted at the bottom of the land to the rear of the Wellingborough Road Cemetery.

53. TO RECEIVE A REPORT WITH DETAILS OF TREES WITH A VIEW TO REQUEST A FUTURE TREE PLANTING BUDGET AS PER **RESOLVE P&S/01(21)/81**.

Members noted that when a budget was raised it would be necessary to include funds for planting, and maintenance too.

It was proposed that to establish an accurate budget request it was necessary to collate all the requirements for the different sites, variety of trees, size of trees required, number of trees required, cost of trees, planting and maintenance along with a timescale for planting to form a comprehensive tree planting plan.

RESOLVE P&S/03(21)/91 - that the report with details of various varieties of 4m tall and 14/16cm girth tree prices as guidance with a view to requesting a future tree planting budget is received and noted.

RESOLVE P&S/03(21)/92- that a comprehensive tree planting plan identifying the varieties of trees required, approximate sizes of trees required, number of trees required and all costs for all of the Councils Recreation Grounds and open spaces be raised to enable a budget requested to be put forward for financial year 2022/2023.

Chairman

Date

54. TO RECEIVE AN UPDATE FROM THE OUTSIDE MAINTENANCE CONTRACTOR ON THE AREA BEHIND THE PAVILION AS PER **RESOLVE P&S/01(21)/77**.

There was some confusion between the outside maintenance contractor and the committee on the area of land that will be designated for wild flowers.

RESOLVE P&S/03(21)/93 - that the update from the outside maintenance contractor on the area of land behind the pavilion at the Central Recreation Ground is received and noted.

RESOLVE P&S/03(21)/94 – that a meeting be arranged between the outside maintenance contractor, Assistant Clerk and John Comont at the Central Recreation Ground to clarify the location of the agreed designated environmentally friendly wildflower area and maintenance required.

55. TO CONSIDER THE REGULATIONS AND LOGISTICS OF SETTING UP A CRAFT MARKET ON PARSONS GREEN AS AGREED BY FULL COUNCIL.

The Assistant Clerk advised members that although it had been resolved that the organising of the craft market, date etc had been passed to the Events Committee, as the Committee who oversees the Councils open spaces the logistics of setting up should fall to the Property and Services Committee.

Members were satisfied with the Terms and Conditions proposed for stall holders, and that all the necessary certification were to be sought from stall holders.

RESOLVE P&S/03(21)/95 - that the Terms and Conditions for Stall Holders and the Stall Holders Booking Form are agreed subject to pitch fees being agreed by the Events Committee.

RESOLVE P&S/03(21)/96 – that the existing risk assessments for an event on Parsons' Green be used, with any additional risks relating to the current government COVID 19 regulations/guidance at the time of the event to be incorporated into the assessment document.

56. TO CONSIDER A WASTE CONTRACT FOR A BIGGER BIN AT THE CEMETERY AS THE CURRENT ONE IS OVERFLOWING DESPITE BEING EMPTIED DAILY. (SAME SUPPLIER AND BIN AS THE CURRENT COMMUNITY CENTRE)

Following discussions, it was proposed the current arrangements be replaced by a contract for the provision and weekly emptying of a 660litre general waste bin.

RESOLVE P&S/03(21)/97 – that the Council takes out a contract with Cheaper Waste Ltd for a 660Litre general waste bin to be provided and emptied weekly at the Wellingborough Road Cemetery car park at a cost of £48.67 a month.

RESOLVE P&S/03(21)/98 – that once the contract for a 660Litre general waste bin has commenced the Council cancel their contract through East Northamptonshire Council for the daily emptying of the existing rubbish bin in the car park at Wellingborough Road Cemetery at a cost of £37.58 a month and the existing rubbish bin be removed.

57. TO AGREE A SUMMER PLANTING SCHEME FOR THE CROSS PLANTERS (VICTORIA STREET AND HIGH STREET PLANTERS BEING PLANTED BY COMPANIES WITHIN THE TOWN)

Chairman

Date

The Assistant Clerk informed members that the Irthlingborough Flower Shop were continuing with their sponsorship and planting of the flowerbed in Victoria Street. The watering of the flowerbed was continuing to be undertaken by the outside maintenance contractor.

Clarendon Building (Midlands) Ltd were now sponsoring, planting, maintaining and watering the two octagonal planters in the High Street.

Currently Councillors C Cross and D Gater were undertaking the planting and maintenance of the planters on the Cross Roundabout. Were members happy for them to continue in this role and for the decision on planting to be left to them. The watering of the cross planters would continue to be undertaken by the outside maintenance contractor.

Members were more than happy for Councillors C Cross and D Gater to continue with the planting of their choice and maintenance of planters it was also noted that they had undertaken some planting of bulbs and seasonal plants in the Rest Garden and Parsons' Green too.

RESOLVE P&S/03(21)/99 - that it is agreed that Councillors C Cross and D Gater continue to plant and maintain the 6 planters on the cross roundabout with planting of their choice.

58. TO CONSIDER AND RECOMMEND REPLACING DAMAGED PLAY EQUIPMENT AT THE CENTRAL RECREATION GROUND.

The Assistant Clerk informed members that some of these parts were for repairs already authorised on outstanding resolves made in September following the annual playground inspection.

This included the basket swing ropes - the Assistant Clerk informed members that the basket swing at the Central Recreation Ground had been removed for safety reasons due to vandalism. Members felt repairs rather than replacement of the whole unit were appropriate at this time.

The zip wire seat/assembly was a new requirement. The outside maintenance contractor had previously carried out repairs but the seat/assembly was now beyond repair. The zip wire was a very popular piece of play equipment high usage resulting in general wear and tear.

RESOLVE P&S/03(21)/100 – that the cost of replacing the zip wire seat/assembly at a cost of £70 is approved.

Date of the next meeting – To be advised

There being no further business the meeting closed at 7.46pm.

Chairman

Date