

NORTHLEACH WITH EASTINGTON TOWN COUNCIL

MINUTES OF THE MEETING OF THE PROPERTY AND PREMISES MAINTENANCE COMMITTEE HELD ON Monday 11th February 2019 at 7.00 pm

PRESENT: Cllr Vicki Hewer (Chairman), Cllr Hulcup, Cllr Morley Blackwell, Mr Rayner, Mr White, Mrs C Crompton (Clerk) and Mrs Mary Cassidy

1.	Apologies were received from Cllr Alan Wellman, Cllr Andrew Wellman and Mr Tim Barter
2.	Cllr Rayner declared an interest in the allotments
3.	There were no public questions.
MATTERS FOR DECISION	
4. Resolution	Cllr Hewer proposed, Cllr Hulcup seconded and it was unanimously RESOLVED to accept the minutes of the PPMC meeting on 5 th November 2018 as a true and accurate reflection of the meeting and duly signed
5. 5.1 Action 5.2 Action	<p>The Clerk went through the Action Point Update from 5th November 2018</p> <ul style="list-style-type: none"> • The Committee would like to plant fruit trees and suggested the following: eating and cooking apples, plum and Asian pears. Some trees are not suitable due to location or maintenance • Clerk to ask local gardeners about planting trees • A price has been received for refurbishing the notice boards • Clerk to add the refurbishment of the noticeboards onto the next meeting
6. 6.1 6.2 Resolution Action 6.3 Resolution Action 6.4 Resolution Action	<p>Cemetery and Churchyard</p> <ul style="list-style-type: none"> • McCrackens have priced up clearing the Churchyard compost area at £175 plus VAT as it is not included on the current contract. • Cllr Hewer proposed, Cllr Hulcup seconded and it was unanimously RESOLVED to go ahead with the work as the site is overflowing • Clerk to tell McCracken to go ahead and to organise access if necessary • Committee considered the request to remove the low-lying branch on the Sycamore known as T2 which is growing towards the Church at a cost of £70 plus vat • Cllr Hewer proposed, Cllr Hulcup seconded and it was unanimously RESOLVED to engage Central Trees to go ahead and remove the branch • Clerk to inform Central Trees • The committee considered the request from the Church Wardens to investigate a potential leak which is affecting the heating system. They want to dig from the Boiler House to the Church and fix as necessary. • Cllr Hewer proposed, Mr Rayner seconded and it was unanimously RESOLVED that the PCC should go ahead with the investigation and any potential work needed. • Clerk to inform the Church Warden and ask if any permissions are needed from the Diocese. PCC to ensure that all ground and turf is returned to its original state afterwards
7. 7.1 7.2 Action Action 7.3 Action 7.4 Action 7.5 Resolution	<p>Town</p> <ul style="list-style-type: none"> • The newly formed Winter Planning Group worked well this season. The group liaised with the Snow Warden and Snow Plough operator and took their advice onboard. Four new grit bins were ordered to give a more strategic distribution and a manual salt spreader is now available. In addition, the communication to the Parish was reviewed and reissued. • Following the first snow, the group checked the grit bins and many were almost empty. • Clerk has asked for them all to be refilled in preparation for the any imminent use • Cllr Hulcup will assemble the salt spreader to be stored at The Westwoods • The Committee received the tree map and discussed the next steps in order to implement an Annual Tree Inspection. It was agreed that we want an independent inspection and then will approach other companies to quote for the work recommended • Clerk to contact the 4 companies recommended by other Council's in order to obtain quotes and get an idea of the reports they will produce. • The Committee reviewed the items to be discussed at the next Highways meeting • Clerk to organise a Highways meeting and communicate date to Councillors • The Committee considered the purchase of new Christmas tree lights at a cost of £400 plus VAT and delivery to replace those damaged this year. • Cllr Hewer proposed, Cllr Morley Blackwell seconded and it was unanimously RESOLVED to order replacement bulbs

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7.5	<ul style="list-style-type: none"> It was noted that the request from Cotswold Ramblers about siting a memorial bench has already been discussed at the Westwoods Committee
7.6	<ul style="list-style-type: none"> The Committee noted the request for bike racks can be progressed once Highways have agreed locations in the Market Place
7.7	<ul style="list-style-type: none"> The Committee noted funding is available for paths from Cotswolds AONB. Caring for the Cotswolds are giving grants for paths which are match funded. They are assisting with managing and restoring bridleways. Several paths were discussed: the Fortey Woods, the Churchyard and the one around the play area. It was noted that the Council can only spend money in areas that they own or have responsibility for
Action	<ul style="list-style-type: none"> Cllr Hulcup to speak to Gloucestershire Playing Field Association in the first instance about what would be a suitable type of path for the Playing Field area
8.	Meadows and Play Areas
8.1	<ul style="list-style-type: none"> Mary has collated the feedback received from Riparian residents about boundaries along the Water Meadow. The Committee had requested this information following questions about responsibilities.
8.2	<ul style="list-style-type: none"> Sixty letters were delivered to residents along the length of the river where it adjoins the Council and Trust land and these responses have been summarised. A third of the residents approached have responded and this gives a good spread of information about Dutton, Crail and The Green.
8.3	<ul style="list-style-type: none"> Most respondents, having reviewed their deeds and information they had, felt that they bore no responsibility for the river. Some only knew what we had communicated to them previously. Others who thought they shared responsibility realised this was not the case after reviewing their deeds.
8.4	<ul style="list-style-type: none"> There are 7 homes in Dutton and Crail View where the river runs through their gardens. Most of these believe that the wall beyond the river is the boundary of their land.
8.5	<ul style="list-style-type: none"> There was historical information from Cooks Court who were previously asked to contribute to the river clearance but had proved that they had no responsibility for this.
8.6	<ul style="list-style-type: none"> Mary explained that some people have managed to get quite a lot of information together and most people do not consider that they have any responsibility for the river.
8.7	<ul style="list-style-type: none"> In summary it appears that the Town Council has responsibility to clear the river. Residents who have the river running through their gardens have Riparian rights to clear as we cannot access their land. Although not everyone has responded we have a good enough spread of information across the length of the river that we border. We now need to establish what we want from this area and then experts can advise us on how to achieve this outcome
Action	<ul style="list-style-type: none"> Mary and Clerk to speak to Tim in the first instance to consider the next steps and ask Cotswold Wardens if they have an expert who can advise us on the river management
8.8	<ul style="list-style-type: none"> It was noted that the Play Area group will be organising an official opening,
8.9	<ul style="list-style-type: none"> The Committee were advised about the bridge gate. Several repairs have been done but the Clerk feels the gate should now be replaced and has a quote for £180. The same contractor will attempt a free repair but cannot guarantee the work
Action	<ul style="list-style-type: none"> Committee members will visit the gate and advise Clerk on whether to repair or replace
9.	Allotments
9.1	<ul style="list-style-type: none"> The Committee received an allotment update from Mary
9.2	<ul style="list-style-type: none"> Cllr Morley Blackwell proposed, Cllr Hewer seconded and it was unanimously RESOLVED not to increase the fees for 2019 -2020
Resolution	
10.	Finance
10.1	<ul style="list-style-type: none"> The Committee noted budget items agreed for 2019 -2020
10.2	<ul style="list-style-type: none"> Cllr Hewer proposed, Cllr Rayner seconded and it was unanimously RESOLVED to pay the following bills for payment
Resolution	
Action	<ul style="list-style-type: none"> Clerk to pay the bills Bibury, Inv. 8425 & 9002, Supply, erect and remove Christmas Tree, £774.00 & £72.00
11.	Clerk to add noticeboard refurbishment, bike racks, Highways list, fruit trees and river management update to next Agenda
Action	
12.	Date and time of next Meeting – Monday 20 th May 2019 at 7pm

There being no other business the meeting closed at 9.15 pm