

**Minutes of the Footpaths & Allotments Committee Meeting****Held on 1<sup>st</sup> Oct 2012 at 8.30 p.m. in the Bush Room**

**Present:** - Cllrs. Hannah Richmond (HR) (Chairman), Marcus Fry (MF), Steve Blick (SB), John Cutland (JC), Terry Hunt (TH), Mrs Erika Booth (EB), Mrs Ann Wilkins (AW) Bob Phillips (Clerk)

**1. Apologies for Absence**

Steve Blick (SB)

**2. Evacuation Procedures**

Evacuation procedures were noted

**3. Public Participation**

None

**4. Declaration of interests**

EB is an allotment holder and member of the Alveston Allotments Association.

**5. Minutes of the previous meeting**

5.1. Minutes of the previous meeting held on 11<sup>th</sup> June 2012

**Resolved:** The Minutes of the meeting held on 11<sup>th</sup> June 2012 were agreed and signed by the chairman.

5.2. Matters arising - None

5.3. Outstanding Actions

**5.3.1. (5/10/09) Clerk to purchase "no smoking signs" and arrange fitting to all Bus Shelters.**

**Action to Clerk**

TH agreed to carry out the task after the bus shelters had been cleaned.

Action held until cleaning programme under way. (1/10/12)

**5.3.2. FP 110606-1 to arrange for Bus Shelters 1, 4, 5, 7 and 9 to be cleaned by local handyman.**

**Action to Clerk**

The local handyman would be starting on the bus shelter cleaning, one at a time as soon as possible. He would possibly start with Bus Shelter 2 o/s 70 Gloucester Rd. Rudgeway.

Unfortunately, the local handyman has been fully employed for the past few months covering the sick leave of the Playground Inspector/Cleaner. It is anticipated this will be completed at end of October when the Bus Shelter Cleaning will commence.

Alternatively the Clerk had obtained a quote from a local Window Cleaner of £20 per shelter. It was agreed to take no action on this but see if the initial idea worked. (1/10/12)

**5.3.3. FP 110606-3 to obtain estimates for the refurbishment of Bus Shelter 2 at A38 Southbound o/s 70 Gloucester Rd. Rudgeway.**

**Action to Clerk**

On informal estimate of £300 had been obtained from CY Street Furniture for a clean and paint of Bus Shelter 2. It was agreed to seek a formal quote and if the same, to proceed with the work. (1/10/12)

**5.3.4. FP 110606-4 to investigate with the local resident the requirement and possible position of a new litter bin at Rudgeway.**

**Action to Clerk**

The position of the required bin is agreed as next to the northbound bus stop on the A38 and it was agreed that the Clerk should investigate if SG Council would provide a litter bin at this location.

Ongoing (1/10/12)

- 5.3.5. **FP 120305-4 to walk Joan's and Steve's walk to determine suitability as a "part" jogging route.** **Action Cllr Marcus Fry**  
MF reported that both walks would be suitable for joggers and cyclists although both contained main road crossings, something most runners would wish to avoid when choosing a route. Action Closed
- 5.3.6. **FP 120611-1 to establish availability and costs of provision of benches in the bus shelters at Rudgeway.** **Action Clerk**  
A two person bench is £99.00. 600mm H x 860mm W x 300mm. Aluminium and Steel Compound, Black powder coated. Minimal installation cost.  
Provided the committee budget allowed, it was agreed to purchase and install one two person bench.
- Resolved:** To purchase and install a two person bench in Bus Shelter 1 A38 Northbound opposite Rudgeway Park.
- 5.3.7. **FP 120611-2 to establish the work necessary and obtain estimates to return Bus Shelters 6 & 8 to their previous decorated state.** **Action Clerk**  
Most of the paper decoration has been removed but further work to wet down and pick of residue is required. Estimate 2 hours per shelter @ £10 ph = £40. It may then be necessary to paint the walls which cost approx £40.00 per shelter in 2011. There is therefore a potential for a total cost of approximately £120.00. See agenda item 6.1
- 5.3.8. **FP 120611-3 to write to landowners re. report of problems on footpaths OAN 28 and OOL 49.** **Action Clerk**  
Ongoing (1/10/12)
- 5.3.9. **FP 120611-4 to organise a Walks Project sub-committee.** **Action Hannah Richmond**  
This action had been omitted from the agenda. (1/10/12)

## 6. Bus Shelters

### 6.1. Report

#### Polycarbonate

- 1 A38 northbound opposite Rudgeway Park – *Clean, inc graffiti removal.*
- 2 A38 southbound o/s 70 Gloucester Rd. Rudgeway – *Clean, possible renovate*
- 3 A38 northbound opposite the Masons Arms, Rudgeway - *Clean*
- 4 A38 southbound opposite Alveston House Hotel, Alveston – *Deep clean*
- 5 A38 northbound lay-by opposite Church Rd. Rudgeway - *Clean.*
- 7 Thornbury Rd. o/s Thornbury Cricket Club - *Clean.*
- 9 Greenhill Down. Alveston. opposite Greenhill Parade - *Clean*

#### Stone Built

- 6 A38 northbound o/s The Old Vicarage, Gloucester Rd. Alveston – *Clean walls & possible paint*
- 8 Thornbury Rd. o/s Merrymead. Opposite The Ship Hotel - *Clean walls & possible paint*

The "Art Trail" decoration in Bus Shelters 6 and 8 – the majority of the "decoration" had been removed by the Clerk and AW but both shelters require some additional effort to remove all the wallpaper. Further inspection will take place to see the extent of the work required.

## 7. Street Scene

### 7.1. Dog & Litter Bins

Litter Bins – SG had been asked to empty the additional litter bin.

SG now empty 3 Parish Council litter bins, each twice a month. The bins are located in Quarry Rd, Limekiln Play Area and the new one in the Cross Hands Play area. Total cost is £56.78 per month.

Dog waste Bins – The Parish Council currently pay for 2 dog bins to be emptied weekly @£8.52 per week for the two.

## 7.2. Notice Boards

Rudgeway Park – *Requires painting. (It is agreed that this could be undertaken by the Handyman)*  
Jubilee Hall – *Under Repair*  
Greenhill Parade – *Requires painting. (Can be delayed until next spring.)*

## 7.3. Other Streetscene

7.3.1. Hedge Growth - Resident report of overgrown hedge on A38 at the back of Courville Close. Estate management company requested to cut. Good response within a week.

7.3.2. Flooding – Report of regular flooding of road & footway in The Down outside the Old Bakery. Reported to SG and District Councillors. Investigation/repair believed to be under way.

## 8. Allotments

### 8.1. Site

Deed of Variation – Alveston PC have signed the deed and now await the final papers from landlord's solicitors. Cost so far £650.00.

Excess Water – To help alleviate the amount of surface on-site, the landowner has agreed to fund some ditch clearing works along the entire edge of the adjacent woods.

Access Track – Consultations have taken place with AAA, plot holders and landowners.

This item had previously been discussed at the F&GP meeting :

The landowner had approved drainage works and given permission for the provision of a stone overlay or similar on the access track.

Several options were under consideration including mechanically removing the top layer of clay and any extremely wet areas and laying a 1m x 80m rolled stone path. One estimate for this work was £3k.

The F&GP committee had agreed that some action was essential but the Clerk was requested to explore all options especially those of reduced costs. It was further agreed that subject to satisfactory estimates for the work the F&GP committee would “rubber-stamp” their approval.

Further discussion took place and it was agreed to explore other options to seek a possible lower cost resolution. It was further agreed that as this was an urgent action, report-back and decisions may well be required before the next meeting of this committee.

***FP 121001-1 to seek alternative solutions to the problems of the muddy allotment access track and obtain estimates for the work. Report via email*** ***Action Clerk***

Composting Loo – The AAA has asked if they can place a composting loo on the site. EB explained that whilst some had made personal provision, the AAA committee had thought that a communal toilet would be a very useful addition to the site. Information about a composting loo had been obtained although there are other types available. It was agreed that the idea would need to be put to the landowner and also possibly adjacent neighbours.

The AAA should investigate further and establish more detail before an approach was made to the landowner and consultation made with neighbours.

***FP 121001-2 to clarify the detail of the request for the installation of a composting loo at the allotment site and forward to the Clerk.*** ***Action Erika Booth***

Site tree pruning – The AAA has asked if the apple trees on site can be pruned this year. Identification of the trees is needed and estimates obtained. This is part of the PC commitment to site management.

The committee agreed that subject to a satisfactory estimate, the apple tree pruning should proceed.

***FP 121001-3 to obtain a firm estimate for pruning the allotment site apple tree and forward to the Clerk. Action Erika Booth***

## 8.2. Other

Plot splitting – Several plot holders have asked to “plot-share” with another thereby reducing the time/effort of maintaining a high level of cultivation.

The tenancy agreement requires the plot-holder to apply to the Council in writing to “under-let” part of the plot. We have no facility for assigning a tenancy to more than one person so currently if a plot-holder wishes to share space on the plot with others they can as long as:

1. they understand that they are responsible as the plot holder and
2. the request to share is formalised with the Council.

An alternative would be to create “half-plots” where each would have a separate agreement. This will require additional administration but may be advantageous in the long-term. The site is quite hard to work and quite a number of the plot-holders have already indicated a preference for a smaller patch. The main disadvantage of this is that in future we may have to allow people to have two split half-plots. Some rules would be necessary e.g. Only one shed between the two half-plots and only certain plots to be “halved.”

**Resolved** – To modify the licence agreement to accommodate “half-plots” and In consultation with the AAA create a number of formal “half-plots” where each is tenanted in the normal way. The rent for a half-plot to be £15 per year.

***FP 121001-4 to modify the allotment plot licence agreement to accommodate “half-plots” and in consultation with the AAA create a number of formal “half-plots” Action Clerk***

Plot vacancies – there are currently two plots vacant and efforts are being made to excite the next people on the list.

**Cllrs John Cutland & Terry Hunt left the meeting at 8.55 pm.**

## 9. Footpaths

### 9.1. Footpaths Report

OAN 22 Kissing Gate at Forty Acre Lane – report received from resident that the kissing gate had been damaged and the landowner had blocked the path with hurdles. Access completely blocked. An inspection was made and the landowner had made repairs to the kissing gate where cattle had escaped. The hurdles were still in place. Reported to SG PROW. Action with landowner only taken after second report with photos. At the time of the meeting the obstruction has still not been cleared.

OAN25 Footpath off Forty Acre Lane – multiple reports received about impassable path between kissing gate on Forty Acre Lane and further kissing gate leading to fields near allotments. Discussions have been held with land owner, SG PROW and neighbours and simple solution agreed once access is arranged. Attempts made to un-bolt the kissing gate and other options being considered. Ongoing with SG PROW.

Footpath Warden(s) – other Parish Council’s within SG have encouraged volunteer Footpath Wardens who are sometimes a formal part of the Council structure and become the eyes, ears and action takers across the parish network of paths. Alveston previously had the Footpaths Preservation Group whose membership is mostly no longer active.

The committee thought that the idea of a group of FP Wardens was appealing but we should find out more information before taking further action.

***FP 121001-5 to clarify the detail of Parish footpath wardens.***

***Action Clerk***

### 9.2. Footpaths Walks Revision Project

The Clerk reported that he had held discussions with Parish On-Line after the initial free evaluation period of their mapping facilities. Contact had been made with Framlington Parish Council who used "Parish On-Line" and had produced a pack of "Walk Cards" distributed freely to visitors and residents alike.

The Walk Cards were shown at the meeting.

The Committee were highly impressed with the "walk cards" and felt it was an ambition to which we could aspire.

No further action had been taken on the project since the last meeting.

Proposed FP Walks Action Plan would include:

- Special launch meeting
- Agree process and plan.
- Co-ordinate information gathering
- Consolidate walk information and write text
- Produce map
- Arrange media – Web, print, Helmet.....etc.
- Construct a Continuous Improvement Plan.

### 9.3. John's Walk in Book 2

The committee were made aware that recent attempts to walk John's Walk had encountered many issues particularly from point 4 to point 9 where there were blockages, obscured paths and missing ditch bridges.

## 10. Correspondence

None.

## 11. Any other business

None

The meeting ended at 9.30 pm.

**The next meeting of the Footpaths & Allotments Committee is on  
Monday 3<sup>rd</sup> December at 8.15pm.**