

**MINUTES of the CEMETERY & ALLOTMENTS COMMITTEE meeting held at
Felixstowe Town Hall on Tuesday 18th November 2014 at 9.15am**

PRESENT: Cllr M Walker (Vice Chairman in the Chair)
Cllr Jan Garfield
Cllr M Morris

OFFICERS: Mr A Tadjrishi (Town Clerk)
Mrs S Faversham (Cemeteries & Allotments Officer)

IN ATTENDANCE: FSALG Members to item 359: Mr M Barber, Mr J Austin, Mr G Pearse, Mr N Farthing, Mr L Chambers, Mr J Rowland and Mr J Pratt.

354. APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr C Webb, Cllr J Sennington, Cllr M Stokell and Cllr M Sharman.

355. DECLARATIONS OF COUNCILLORS' INTERESTS

There were none.

356. REQUESTS FOR DISPENSATIONS

There were none.

357. MINUTES OF THE PREVIOUS MEETING

It was RESOLVED that:

The Minutes of the Cemetery & Allotments Committee Meeting held on 15 September 2014 be signed by the Chairman as a true record.

358. UPDATE ON THE ALLOTMENTS AND MATTERS RAISED BY FSALG

Members welcomed representative from FSALG and a number of matters were discussed:

In response to a question on a public exhibition outlining a potential housing development north of Candlet Road, Members confirmed that, if and when a formal application was made, the Council would consider its response through the Plans Committee in the usual way and would be unable to comment officially before this time. The Clerk was provided a report from FSALG detailing their objections and mitigation proposals for consideration.

The Town Clerk explained that FSALG concerns and proposals in relation to the forthcoming development at Ferry Road had been forward to the developer, but that he had received no feedback from them at this time.

In relation to a request for improved highways access to Cowpasture Allotments, the Clerk advised that that the matter had been raised at a recent Highways Committee meeting, and that detailed costings had been requested for the County Council Highways Member to consider. Whilst the project had not yet been approved, it had received a positive response.

The Council's Cemeteries & Allotments Officer provided an update on the number of available plots and corresponding waiting lists at the allotments:

SITE	Waiting (Any plot)	Waiting (Specific plot)	Vacant	Rent Paid	Rent Due	Cultivation Orders Sent
COWPASTURE	3	20	8	199	20	12
RAILWAY HILL	2	1	2	23	15	0
FERRY ROAD	6	5	3	71	10	5
CEMETERY	3	4	1	25	8	5
TAUNTON ROAD	0	0	4	13	0	0

FSALG requested that a 'before and after' photo be taken of an untidy plot to show what could be achieved by one of their member who can cultivate a whole site with specialised equipment at relatively little cost to new prospective tenants. It was agreed that this would be a good method of encouraging prospective tenants to take on such plots at reasonable cost and effort.

FSALG also indicated their willingness to assist the Council with the tidying up of any debris left behind after tenants had vacated their plot.

In response to the any confusion resulting from the recent rent renewal notices, the Clerk advised that that due to audit requirements it had become necessary for proof of age to be provided for discounted rents. Contact details, for those non-members who had indicated they would allow such information to be released for emergency contact purposes, were being collated and would be forwarded to FSALG when complete.

It was noted that work parties were being organised by FSALG to spread the ballast supplied by the Council on Cowpasture allotments. FSALG expressed thanks to the Council for the provision of equipment and staff-assistance.

FSALG wished to place on record their appreciation for the cooperation and constructive assistance given by the Council staff in particular from the Interim Town Clerk Mr G Mussett, and the new Town Clerk Mr A Tadjrishi over the past year.

Committee recorded a vote of thanks to FSALG and noted the update.

359. UPDATE ON THE CEMETERY

The Town Clerk and Cemeteries & Allotments Officer provided an update on the Cemetery.

The Clerk advised that, despite Council approval for up to £1,200 expenditure from the 'Recycling Credits' Earmarked Reserve for this purpose, further investigation had reveal the actual cost of removing the spoil heap to be closer to £5,000. The spoil heap was being carefully managed by the Cemetery staff and was not currently considered to be an urgent matter. It was noted that the Clerk would not any expenditure until such a time as it became necessary.

Committee heard that safety testing on memorials was presently being carried out by Council staff.

It was noted that an exhumation of ashes which had been approved by the diocese was to take place on Thursday 20 November.

The Clerk advised that any project to extend the Cemetery in the next few years should be considered as part of a wider project to include repairs to the roadways and railings. It was expected that preliminary work to draw up proposals for this project could commence in 2015.

Committee noted the update report.

360. CLOSURE

The meeting closed at 10.30am.

Date: _____

Chairman: _____