

Carlton Gardening Group

Multorum manibus magnum levatur onus

Minutes of a meeting of the Executive Committee at The Green,
3 Main St, Carlton at 19:30 hrs on Thursday 26th September 2013.

Present: Franco Onesti (Chairman), Graham Jackson, Chris Peat (Secretary),
Ian Sarson (PC Rep), Bill Sharp.
Apologies: Paul Boston.

1. Minutes of the meeting of Thursday 2nd May 2013

The minutes were confirmed, and they were signed by the Chairman.

2. Progress since the last meeting

Building work was ahead of schedule: roof trusses had been installed on Plot 1, and the walls of Plots 2 were up to first floor level. If progress continued at this rate all of the new homes could be roofed by the end of October, leading to completion ahead of schedule.

There had been delays with signing the s278 agreement with LCC Highways, which had meant that the PC's access was still being used for all deliveries instead of the new site access road as planned. This meant that the DJO land was being compacted by heavy vehicles, and that additional hard core had been laid. A written agreement between the PC and WD about the condition of the DJO on handover was being prepared.

There had been a long dry spell after planting the northern hedge and T6. T6 had been watered but the hedge had been left to fend for itself. Trees T1-T3 and T7 had been planted at a ground-breaking ceremony on 23rd July attended by about 35 people, and reported in the local press. All of the trees had been watered over the summer and appeared healthy.

An article about the Affordable Housing Project had been published in the August issue of Carlton News.

The location, design and capacity of the soakaways had been discussed with the Project Manager (CGG Mins p.5-6 refer). Levels required the northern soakaway to be located along the northern perimeter of the gardens; the design and capacity of the rainwater disposal system took account of weather and ground conditions and had been approved by H&BBC and Severn Trent Water.

The PC had been advised that an application to the A4A Fund would stand a better chance if it included all of the envisaged works rather than just a tarmac path.

It had not proved possible to arrange conducted site visits to similar local projects (Mins p.6/7).

Parish Councillors and the Chairman had attended a site visit on 12th September; a public site visit would be arranged in February when the new homes would be nearing completion and access would be safe.

3. Design proposals, specifications and works programme

The PC had asked the CGG to consider the detailed design, specifications and programme of works for the DJOP (Previous PC Report 2013-04). These recommendations would be incorporated into a report with a revised timetable for consideration by the PC.

a) Matters for consideration by the CGG

(i) inspection of northern hedgerow and planting up of gaps

It was agreed that the northern hedge be inspected in October/November and the gaps planted up with species other than hawthorn as required by H&BBC. It was noted that some parishioners had agreed to pot on self-set holly, and that plants were often available at bargain prices from local outlets and markets.

(ii) planting of eastern boundary hedge

It was agreed that the CGG would offer to plant all this hedging if the whips for the part on NCHA land were supplied or paid for by WD.

(iii) planting of eastern boundary trees (T4, T5)

The PC had agreed to supply two container grown specimen trees; H&BBC had requested different varieties from those shown on the landscaping plan. **It was agreed** that the Project Manager be asked what had been agreed, and that these two trees would be planted by the CGG. It was noted that T5 might need to be moved back behind the visibility splay.

(vi) construction of path

The path would be surfaced and laid by a contractor if the A4A grant was approved, and this would be the most costly part of the project. The A4A application would require three written quotations or estimates. **It was agreed** that details of the finished ground levels, a site inspection and discussion with WD would be necessary before the most appropriate design, specification, table of quantities and quotation documentation could be prepared. If the A4A grant was not approved, the path would have a loose stone surface and would be laid by the CGG.

(a) sub base

There was a problem in that the finished ground level opposite Plots 4-6 would be much higher (500-800mm) than the existing subsoil surface, so the new path would need deep foundations or laying on a sub-base of compacted hardcore.

(b) surface

The Project Architect had kindly supplied a drawing and specification for the path, comprising concrete edgings set in concrete haunching. This would need modification to include the areas for the picnic table and seat, and path edgings around the parking area.

(vii) installation of new gate and posts

It was agreed that a 10' timber gate with timber posts be installed, and set back from the highway to allow a vehicle and small trailer to stop off the road. It was suggested that the gate would need to be set back by 6m, but **agreed** that the PC's current grounds maintenance contractor be asked for advice. **It was agreed** that post and rail fencing be erected on either side of the access drive, that this be backed by a hedge; and that the gate be secured with a combination padlock.

(viii) cultivation and seeding of orchard area

It was agreed that the site be cleared of weeds and cultivated over the summer of 2014, with grass seeding scheduled for September 2014. It was not yet clear what the final site level would be, particularly in the western part of the site, and it was noted that differential settlement was to be expected, and that final levelling could not take place until the new path had been laid.

(ix) planting of orchard trees (T8 - T13) and shrubs (S1-S4)

It was agreed that the planting of the orchard trees be timetabled for Oct/Nov 2014, and noted that the exact planting sites might need to be changed because of the position of the soakaway. **It was agreed** that one additional tree, to be the Shackerstone Apple (*Malus Dumelow's* Seedling) be added to the planting if there was room.

It was agreed that the shrub planting be timetabled for Nov/Dec 2014 if the ground had settled; otherwise Feb/Mar 2015.

(x) installation of four hedgehog boxes

It was agreed that the four hedgehog boxes be purchased ready-made from a suitable supplier.

(xi) installation of picnic table and seating

It was agreed that a picnic table and benches be installed on the site of the cement silo base near to the eastern end of the site, and that suppliers be investigated. **It was agreed** that a seat with adjacent space for a wheelchair be installed in the western part

of the site; the position to be considered at the next site visit and suitable designs investigated. The site would be overlooked, so vandalism was considered unlikely.

(xii) installation of signage

It was agreed that signage be kept to the minimum, with one sign at each entrance reading 'Welcome Carlton Diamond Jubilee Orchard', and one information board similar to the Millennium Sign at a place to be decided. **It was agreed** that detailed designs be prepared in consultation with parishioners with appropriate skills (for example woodcarving, metal signmaking).

(xiii) construction of two reptile and amphibian refuges

Construction would comprise a rectangular hole 1.5m x 1.0m x 1.0m deep filled with coarse rocks, rubble, slabs and similar material so as to provide underground hibernation spaces. The centre of the top of the refuge needed to be 0.3m above ground level, possibly with sides made of dry walling or loose rubble with gaps to allow access. The refuge might be covered with a windrow, wood pile or bug hotel. **It was agreed** that WD be invited to excavate the two holes and provide fill material.

(xiv) planting of bulbs

It was agreed that bulb planting should be deferred until the meadow areas had become established – probably until Aug/Sept 2015.

(xv) creation of wildlife habitats (log piles, bug hotel?)

It was agreed that the creation of additional wildlife habitats in the form of log piles or a bug hotel would be ideal projects for young people after 2014.

b) Matters requiring discussion/specification with WD

The matters listed below require discussion with WD. Relevant discussions and decisions are minuted above under the same numbers.

- (ii) planting of eastern boundary hedge
- (iii) planting of eastern boundary trees (T4, T5)
- (iv) restoration of site office area, PC access
- (v) creation of car parking area
- (vi) construction of path
- (xiii) construction of two reptile and amphibian refuges
- (ix) planting sites for orchard trees T8-13 and shrubs S1-4.

c) A4A grant application

The PC had decided to apply for an A4A grant for the whole of the landscaping costs. This application must be submitted at least 3 months before the project start date. **It was agreed** that the project start date be 1st May 2014.

Draft responses to key questions were discussed and revised.

4. Group membership on 20th September**a) Executive Committee**

Paul Boston, Graham Jackson, Franco Onesti, Chris Peat, Ian Sarson, Bill Sharp.

b) Members

Judith Boston, David Branson, Jeanette Knappett, Pat Lockwood, Enid Morgan, John Piggon, Tania Sharp, Stuart Tupling, C J Tupling.

5. Financial report

Carlton Gardening Group Earmarked Fund:

2.5	Balance brought forward	+	145.92
31.7	Holly plants	-	6.00
	Tree compost	-	7.92
	Balance	+	132.00

6. Next meeting

It was agreed that the next meeting be held at 74 Main St on a Thursday in November after discussions with WD.

The meeting closed at 20:55 hrs.

Signed _____

Date _____

Abbreviations used in these minutes

A4A	Awards for All grant scheme
DJO (P)	Diamond Jubilee Orchard (Project)
CGG	Carlton Gardening Group
H&BBC	Hinckley & Bosworth Borough Council
LCC	Leicestershire County Council
NCHA	Nottingham Community Housing Association
PC	Carlton Parish Council
WD	William Davis Ltd