**MINUTES OF TROWSE WITH NEWTON PARISH COUNCIL OPEN SPACES AND PROPERTY COMMITTEE MEETING**

Held at The Manor Rooms, The Street, Trowse on: **Tuesday 8th September 2020 at 7pm**

Present: Cllrs Chris Bowers, Ann Greenizan, Duncan Price (Chair), Hazel Smith

Clerk: Ted Leggett

1. **ATTENDANCE.** All present.
2. **DECLARATIONS OF INTEREST AND DISPENSATIONS**

**Cllrs Bowers, Greenizan and Smith** are all allotment holders. No decisions to be taken concerning allotments at this committee.

1. **MINUTES OF PREVIOUS MEETING.**
2. **PUBLIC FORUM.**

4.1 A member of the public emailed to ask whether a Petanque pitch could be installed on the common. This will be considered as a formal item at following meeting

1. **ASSET REGISTER**

5.1 **Clerk** continuing with asset register, to be agreed at annual meeting

1. **STREETLIGHTS**
	1. **Clerk** is in discussion with new provider, TT Jones, and awaiting details of maintenance contract offer to be brought to Full Council
2. **ALLOTMENTS**
	1. **Clerk TL** confirmed that plots 36 & 37 at Dell allotments have been given notice of the termination of their tenancy agreements due to plots becoming overgrown.
	2. **Cllrs** voted unanimously to ordering 2 skips for each allotment site (1x Green waste, 1 x General Waste) for week commencing 26th October 2020
	3. **Cllrs** voted unanimously for all tenancies to be commenced on 1st October, offering part year rental to those already taken on
	4. **Cllrs** voted unanimously to supply a new noticeboard at each allotment site, with quotes being brought to full council
3. **CEMETERY.**
	1. **Clerk Tl** to speak to Crown Point Estate regarding offer of new gates
	2. **Cllrs** confirmed that they require a contractor to quote to build a small retaining wall around the raised area within the cemetery
4. **COMMON.**
	1. **Cllrs** voted unanimously that 4 x Sneydhill recycled material picnic tables to be ordered, subject to spend being signed off at full committee
	2. **Cllrs** voted unanimously to carry out upgrade renovation works to entrance into park opposite shop as quoted by EPS, to be brought to full council to sign off spend
	3. **Cllrs** voted unanimously to seek planning permission for installation of concrete pads for 4 x park benches (locations to be agreed), concrete/hard surface ramp at gate by bus stop, with contractors sought to quote
	4. **Cllrs** requested **Clerk TL** to research original public footpath route on common
	5. **Cllrs** requested bus shelter renovation and horse trough flowerbed to be added to agenda at full council
5. **DATE AND TIME OF NEXT MEETING AND ANY ITEMS.**

**11.1** 11.1 Next meeting to take place on Tuesday 6th October at 1900hrs