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

You are hereby summoned to attend the Trowse with Newton Parish Council Meeting to take place in a virtual meeting room on: **Wednesday 6th May at 7pm**

Members of the press and public are invited to attend, and any questions should be directed to [trowsepc@outlook.com](mailto:trowsepc@outlook.com)

Ted Leggett

Ted Leggett Parish Clerk

**AGENDA**

**1. ATTENDANCE**

To note those present and consider apologies for absence. Committee members are Councillors Chris Bowers, Ann Greenizan, Duncan Price, Hazel Smith.

**2. DECLARATIONS OF INTEREST AND DISPENSATIONS** 3.1 To consider any dispensations previously submitted.

You have a Disclosable Pecuniary Interest in a matter to be discussed if it relates to something on your Register of Interests Form. You must declare the interest and leave the room whilst the matter is under discussion.

You have a Personal Interest in a matter to be discussed if it affects:

* • Your wellbeing or financial position.
* • That of your family or close friends.
* • That of a club or society in which you have a management role.

In these instances, members must declare a PERSONAL interest, but can speak and vote on the matter. Whenever you declare an interest you must say why the interest arises so that it may be included in the minutes.

**3. MINUTES OF PREVIOUS MEETING**

3.1 to confirm satisfaction with minutes of previous meeting

**4. PUBLIC FORUM**

4.1 To receive comments from members of the public, restricted to 2 minutes per person, on matters elsewhere in the agenda. Item to last no more than 10 minutes.

**5. CONTRACTS.**

5.1 To confirm that notice has been given on Bus Cleaning contract, to end on 16/05/2020, and notice has been given to current streetlighting contractor to end 31/07/2020.

**6. ASSET REGISTER**

6.1 Review of current asset register is ongoing

**7. STREETLIGHTS**

7.1 To confirm that current streetlighting contractor has not been able to source correct equipment to fix light 9002.

7.2 To confirm that discussions with Ameys Streetlighting to commence maintenance contract are currently on hold due to public health situation, but that this will continue as soon as possible

**8. ALLOTMENTS.**

8.1 To confirm that waiting list has been cleared for Dell allotments

8.2 To discuss the removal of tree on plot 10B and if this is considered necessary to the site when balanced against cost

8.3 To discuss any proposed amendments to allotment regulations

8.4 To discuss allotment numbering. Much cheaper opportunity provided by Cllr Bowers, advise CGM that this is no longer required?

8.5 To discuss allotments that have not been cultivated and method of monitoring and notice

8.6 To discuss Contract renewal for CGM of mowing and obtaining addition to contract of mowing of verges and crescent land

**9. CEMETERY.**

9.1 To confirm that all actions have been on hold; awaiting quotations from contractors with regards Cemetery gates; Cemetery rotunda

9.2 Cemetery fees review to be carried out going forward

**10. PLAY EQUIPMENT.**

10.1 To confirm that common playground equipment has been sealed off and that Hudson Avenue play area has been closed and locked by SNDC

**11. TREE WORKS.**

11.1 To confirm non-emergency works are not being carried out at present, and that planning dept is not dealing with non-emergency tree work enquiries. Clerk will chase and update

**12. PHONE BOX**

12.1 Move of defib to phone box ongoing (awaiting lockdown restrictions to be eased before contractor may quote)

**13. BUS STOP**

13.1 To confirm that notice has been given to current contractor, ending on 16th May. To discuss method of advertisement and recruitment within the village

**14. DATE AND TIME OF NEXT MEETING AND ANY ITEMS.**