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

Held at The Manor Rooms, The Street, Trowse on: **Tuesday 10th November 2020 at 6pm**

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 No members of the public were in attendance

1. **STREETLIGHTS**
   1. Blacking out of streetlight ordered
2. **ALLOTMENTS**
   1. **Cllrs** agreed to review the need for further skips to be ordered in January meeting for February. Allotment holders should be encouraged to compost green waste wherever possible
3. **CEMETERY.**
   1. **Cllr HS** raised the following items for discussion in relation to cemetery renovation works;

* Repairs to perimeter fencing to south and west boundaries. **CLLRS** agreed to seek quotation
* Clearing and levelling of ground and replacement of perimeter fencing to east boundary, in order to establish a formalised boundary for maintenance contractors. **CLLRS** agreed to seek quotation
* Repair and replace as necessary gates to compound area including addition of drop bolts. **CLLRS** agreed to seek quotation
* Clearing and replanting of Millennium Rose garden. **CLLRS** agreed to seek quotation for ongoing maintenance, but would like to seek volunteers if possible
* Removal of sycamore saplings from Rose Gardens and treatment of saplings in grave areas. **CLLRS** agreed to seek quotation
* Marker bricks to denote graves for future use. **CLLRS** agreed to seek quotation

1. **COMMON.**
   1. **Cllrs** discussed agenda matters, no issues to resolve
2. **STREET SIGNAGE & HIGHWAYS**
   1. Due to urgent time constraints and need for action, School Highways Safety project to be moved to Full Council for discussion and decision
   2. Replacement street signage and potential for heritage project to be considered under Neighbourhood Plan
3. **DATE AND TIME OF NEXT MEETING AND ANY ITEMS.**

10.1 Next meeting to take place on Tuesday 8th December @ 7pm via zoom