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

Held at The Manor Rooms, The Street, Trowse on: **Tuesday 12th January 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.**

3.1 Minutes approved

1. **PUBLIC FORUM.**

4.1 No members of the public were in attendance. **Cllr HS** requested that rose garden be placed on agenda

1. **ALLOTMENTS**
   1. Block Hill renovation works have commenced. **CLERK TL** to give update on progress
   2. The Dell Allotment site now fully tenanted, with waiting list to all be offered plots at Block Hill upon completion
2. **Cemetery**
   1. **Cllrs** agreed to defer decision on renovation works until further quotes have been received. **Cllr HS** requested that Rose Garden, Saplings, Marker Bricks and Wall to be progressed to quote (subject to Covid)
   2. **Cllrs** requested two parts of o/s EPS quote to be progressed. **Cllr HS** proposed to progress works to Cemetery boundary and renovation works, seconded by **Cllr AG. Cllrs** voted unanimously to approve
3. **COMMON.**
   1. **Cllrs** discussed works taking place on Common
   2. **NHP Clerk KL** gave update on site meeting. **Cllrs** voted unanimously to carry out tree works to T1 & T2 Maple trees and willow reduction in height.
   3. **NHP Clerk KL** gave information regarding flooding of common, and clarified lead authority to be Internal Drainage Board
   4. Common footway to be on agenda for future meeting
4. **STREET SIGNAGE & HIGHWAYS**
   1. **Clerk TL** confirmed school safety scheme to be installed w/c 18th January
5. **MAINTENANCE**
   1. **CLLRS** discussed the requirements for future maintenance within Parish. **Clerk TL** to write schedule
   2. Flint Wall area near Crown Point and Bus stop may require maintenance
6. **DATE AND TIME OF NEXT MEETING AND ANY ITEMS.**

10.1 Next meeting to take place on Tuesday 9th February @ 7pm via zoom