**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: **Tuesday 12th January 2021 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.

4.2 To discuss email from allotment holder regarding removal of overgrown areas

**5. ALLOTMENTS.**

5.1 To confirm that EPS have commenced renovation of Block Hill allotments

5.2 To confirm that allotment tenancy agreements are largely completed. At this stage 6 tenants have failed to respond, and they have now been sent a final notification to renew their tenancy. If no response these plots will be offered to the waiting list which currently has 11 prospective tenants on it

**6. CEMETERY.**

6.1 To discuss quote received from Eastern Play Services, and a further quote if received in time (subject to lockdown)

6.2 To discuss further the need for required works to construct wall, perimeter fencing

**7. COMMON.**

7.1 To confirm final meeting has taken place at The Common, with gate replacement to happen opposite school and renovation and addition of spring on bus stop gate imminently

7.2 **Kate Leggett** to give update on recent tree site visit

**8. STREET SIGNAGE & HIGHWAYS**

8.1 To confirm that School Highway Safety Scheme is due to commence work on 18th January 2021

8.2 **Clerk TL** still researching signage options for heritage signs

**9. MAINTENANCE**

9.1 Discussion required regarding all maintenance requirements for village in preparation for retendering of maintenance contract

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