**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 9th February 2021 at 7pm**

Members of the press and public are invited to attend, and any questions should be directed to 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 Ann Greenizan, Duncan Price, Hazel Smith, with one vacancy

**2. DECLARATIONS OF INTEREST AND DISPENSATIONS** 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 resident regarding overshadowing tree at Block Hill Site

**5. ALLOTMENTS.**

5.1 To confirm Block Hill Phase 1 works are nearing completion. Discussion regarding boundary treatment works, sub division of new plots and use of plot 1 & 2.

5.2 To discuss quote for removal of asbestos from site (if received)

5.2 To discuss sycamore on Block Hill site and need for topping.

**6. CEMETERY.**

6.1 To confirm that Fence Line East and South repair and replacement works and gate renovation works have been ordered and commencement date awaited

6.2 Rotunda works: Progress to be discussed

6.3 Rose Garden and Sycamores: Progress to be discussed

6.4 Cemetery Waste storage and information from **Cllr AG** to be discussed

**7. COMMON.**

7.1 To confirm that Gate replacement works on White Horse Lane have been completed

7.2 To confirm that access ramp replacement has commenced

7.3 To discuss future Common footway plans

7.4 To discuss need for Life Ring and costs

**8. STREET SIGNAGE & HIGHWAYS**

8.1 To discuss School safety signage scheme

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

**9. MAINTENANCE**

9.1 **Clerk TL** to present schedule for new maintenance tender and for voluntary works scheme

**11. FLOODING**

11.1 **Cllr HS** to propose report on flooding issues within Parish, and to discuss information gathering, warning and reporting issues

**12. CHAIRMANS UPDATE. The Chairman may RESOLVE that in accordance with the Public Bodies (admission to Meetings) Act 1960 that the public and press be excluded during consideration of the following items due to their confidential nature.**

12.1 Discussion relating to **Cllrs** carrying out tasks within Parish and need for risk assessment, method statement and relevant PLI

**13 TIME AND DATE OF NEXT MEETING**