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

Held at The Manor Rooms, The Street, Trowse on: **Monday 10th January 2021 at 7pm**

Present: Cllrs James Smerdon, Paul Greenizan, Morgan Haynes, Heather Bowers

Clerk: Ted Leggett

1. **ATTENDANCE. Chair DP** gave apologies
2. **DECLARATIONS OF INTEREST AND DISPENSATIONS**
	1. No declarations made
3. **MINUTES OF PREVIOUS MEETING.**
	1. Minutes approved
4. **PUBLIC FORUM.**
	1. A member of the public raised the matter of recruiting volunteers for tree planting scheme
	2. A member of the public raised the issue of a fallen tree on Trowse Common. **KL** to contact tree contractor to deal with issue
5. **ALLOTMENTS**
	1. **Clerk TL** gave update on allotment tenancy. Site is currently fully tenanted
	2. **Cllrs** agreed to principle of separating final two plots on Block Hill (BH1 & BH2)
	3. **Cllrs** voted unanimously to accept quotation for asbestos removal works
6. **HERITAGE INFORMATION PROJECT**
	1. **Cllr PG** gave update on visit to Fakenham to review Heritage Trail. Project appears to be well received and further research required
7. **CEMETERY.**
	1. **Cllrs** requested that quotation from G & G fencing be sought to complete perimeter fencing
	2. **Clerk TL** gave update on potential works on gazebo project. Will be speaking to a new supplier that can install including concrete pad
	3. **Cllr MH** gave Cemetery report. Some of the children’s graves were noted to still have Christmas decorations on them at time of report but **Clerk TL** advised these have since been cleared
	4. **Cllr AG** had requested that further bins be supplied but **Cllrs**  decided that cemetery users should be advised to take their waste home by way of more robust signage
8. **COMMON**
	1. **NHPO KL** provided update on proposed tree planting project **Clerk TL** confirmed benches and noticeboards will be ordered and sent to contractor
	2. **Cllrs** requested that quotation be sought for boundary fencing along riverbank
	3. **Cllrs** considered that feedback regarding Christmas light installations has been overwhelmingly positive
9. **HIGHWAYS & OPEN SPACES**
	1. **Cllrs** discussed Village sign and will defer decisions on matter until further assessments and quotations have been prepared
10. **FLOODING**
	1. **Cllr MH** gave report on flooding. No significant flooding in comparison with previous years
	2. **Clerk TL** confirmed Floodsax have been delivered, and **Cllr MH** to liaise with potential volunteers in relation to flood response
11. **TIME AND DATE OF NEXT MEETING**
	1. Meeting on 7th February 2022 at 7pm