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

Held at The Manor Rooms, The Street, Trowse on: **Monday 4th April 2022 at 6.30pm**

Present: Cllrs Paul Greenizan, Morgan Haynes, Duncan Price.

Clerk: Kate Leggett

1. **ATTENDANCE.**

All Present.

1. **DECLARATIONS OF INTEREST AND DISPENSATIONS**
	1. Cllr Greenizan – items pertaining to the Manor Rooms.
2. **MINUTES OF PREVIOUS MEETING.**
	1. **Minutes of the previous meeting on the 7th March 2022 were agreed and signed.**
3. **PUBLIC FORUM.**

Member of the public raised the issue of the rat traps on the allotments. Discussions held in item 5.2

1. **ALLOTMENTS**
	1. Quote for the maintenance of sycamore/cherry tree on Block Hill allotments. **Quote accepted, all agreed. KL to action work.**
	2. Discussion took place about the rat traps on the Dell allotments, with concerns raised by a resident. It was pointed out that we have an obligation to our landlords to keep the land in order and a health and safety obligation to our plot holders. The attending member of the public was asked to provide council with some non-lethal alternatives which would be put the council for discussion.
	3. Allotment magazine subscription. It was agreed that as only one hard copy of the magazine could be obtained that a sign at the Block Hill allotment be put up advising plot holders that the copy would be available in the share shed on the Dell. **KL to action.**
2. **HERITAGE INFORMATION PROJECT**

* 1. No further information at this time. Defer to next meeting.
	2. Much discussion took place around the subject of the village sign. Information had been received from the original designers family but they are unable to help at this time. **Resolved to investigate renovation/remake of the sign with Henry Gowman from “’Men’s Shed” in Poringland. This could include a simple repair of the old sign or a new design. It was thought that we could have signs for both entrances to the village. KL to add village sign information to website.**

**Sign: Date**

1. **CEMETERY.**
	1. It was noted that there are still birthday banners and plastic adornments on some graves. It was agreed that letters be sent to families regarding suitable memorials, to include: no plastics/foils or fake flowers and to inform them that headstones would be sensitively cleared after one month if

things such as balloons and birthday banners are not removed before that. A sign is also to be placed there letting people know the preferred memorials.

It was also noted that there were lots of sycamore saplings that need to be removed. **KL to action.**

The grass cuttings are also being left around the graves. **KL to liaise with Excite Solutions and ensure that the clippings are composted.**

The single gate isn’t latching. **KL to speak to Simon Moore/Chris Bowers on his return to see if it can be easily fixed.**

* 1. Pergola on the cemetery. Cllr Price gave an opinion on the costs of such an undertaking, and it was agreed to approach full council with a view to halt this project over concerns surrounding maintenance, costs and anti-social behaviour.
	2. Discussion took place around wildflowers at the cemetery. It was thought that a similar approach to the common could be taken, with wildflowers being sown around the edge. A similar planting event could take place allowing volunteers to sow wildflowers seeds. **Agreed to ask full council to investigate cost of wildflower matting for the roadside bank. KL to investigate who owns the cemetery land.**
1. **COMMON**
	1. KL gave final update on the trees on the common, thanking all those who volunteered for planting on the day. KL had contacted Henry Gowman and been informed that the remaining trees have been removed from their storage spot at the cemetery.
	2. Bench locations. It was agreed that one of the three benches that have been ordered will be put in the new semi-circle on the ditch side of the common and this will be a commemorative bench for Her Majesty’s Platinum jubilee. **KL to action plaque for bench.**
	3. Roundabout removal on the children’s play area. All agreed to remove the roundabout and install a new covered seating area. **KL to contact parent regarding child’s recent accident.**
	4. Table tennis. **All agreed for a table tennis table to be placed on the common. KL to inform contractor and continue with installation.**
2. **HIGHWAYS & OPEN SPACES**
	1. Mud on the highway. KL to contact Norfolk Highways and Cllr Thompson who had previously dealt with this issue.
	2. Public toilets. The bowls club currently have control of the outdoor toilet facilities as per their lease. It was thought that it was in the interests of the parish council to speak with Cllr Neal about what SNDC’s plans are for the former YMCA building as this may have public facilities. It was agreed to ask full council if they would like to hold a meeting with Cllr Neal. KL to investigate costs for hired public toilets for the jubilee street party day.
	3. Beryl’s Bikes. KL to investigate if the corner of Whitlingham Lane/The Street is a suitable location.
3. **FLOODING**
	1. **Cllr MH** gave report on flooding. No change.
	2. KL gave those present an update from the Internal Drainage Board regarding Newton Close culvert and proposed works. KL to ascertain the timescale for this possible project.

**Sign: Date**

1. **POLICY**

None for this meeting

1. **AOB**

Cllr Price asked raised the issue of the tap on the Block Hill allotments. **KL to seek plumber to fix this issue. KL to action stopcock sign.**

1. **TIME AND DATE OF NEXT MEETING**

Meeting date to be confirmed.

**Meeting closed at 8pm**

**Sign: Date:**

**Sign: Date:**