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

Held at The Manor Rooms, The Street, Trowse on: **Thursday 17th November 2022 at 7.15pm**

Present: Cllr Price (chair), Cllr Greenizan, Cllr Haynes, Cllr Owen and Cllr Bowers

Clerk: Kate Leggett

**042 (001) APOLOGIES**

None

**043 (002) DECLARATIONS OF INTEREST AND DIPENSATION**

Cllr Greenizan – Any items pertaining to the Manor Rooms.

**044 (003) MINUTES OF THE PREVIOUS MEETING**

Minutes for the meeting held on the 13th October 2022 were **agreed and signed with noted amendment to Item 9.2**

**045 (004) MATTERS ARISING**

None

**046 (005) PUBLIC FORUM**

1. The common has had the wildflowers planted, ready for next year.
2. Debris from the ditch clearing has ended up on the church car park and is causing problems. **Clerk to contact IDB to see if they can come and clear and send letter to the church about this.**

**047 (006) ALLOTMENTS**

A brief discussion took place about the 5-bar gate from the new development to the Dell. Clerk to contact Norfolk Homes.

6.1 – Clerk gave those present an update on the current waiting list. Clerk to chase up the enquiry from Adult Education.

6.2 – Councillors to provide the allotment check forms to the clerk as soon as possible.

6.3 – Block Hill driveway. There was a discussion around the corroding of the allotment driveway. **Clerk to seek hardcore to fill in the holes.**

**048 (007) HERITAGE AND INFORMATION PROJECT**

7.1 – No further update for this meeting.

**049 (008) CEMETERY**

8.1 – Cllr Haynes will provide the clerk with this month’s checks as soon as possible.

8.2 – Cllr Bowers to arrange delivery of the new cemetery gates.

8.3 – Cemetery memorial inspections. Clerk is awaiting quotes.

**050 (009) COMMON**

9.1 – See item 5a above.

9.2 – Clerk to action the playground safety signs as soon as possible.

9.3 – Play equipment checks. Cllr Owen stated that nothing had changed since the last checks were performed, so no additional paperwork was needed. **Clerk to chase up the repairs by Eastern Play Services.**

**051 (010) HIGHWAYS AND OPEN SPACES**

10.1 – New dog waste bin. Still not heard from SNDC about the bin placement. Clerk will follow up.

10.2 – Window in the bus shelter. This was supported and quotes are to be sought. **Chris Bowers to get quotes for work.**

**052 (011) FLOODING**

11.1 – Ditch dredging. See item 5b above.

11.2 – Standing water under the overpass on White Horse Lane. The clerk advised cllrs about discussion that had been had with Cllr Thomson and Cllr Bowers. The ditches that run along that section of the road have been silted up. **UPDATE (23/11/22): This desilting has been done and the ditches are now clear.**

**053 (012) POLICIES AND PROCEDURES**

12.1 – Cllr Price and Cllr Bowers talked those present through the budget setting discussions which had taken place. Some final works needs to be completed on the budget before presenting to full council at the December meeting.

12.2 – Much discussion took place around the provision of a village handyman. **Clerk to make further investigations regarding costs and to ask the Strategic Six if any employ a handyman.**

**054 (013) AOB**

13.1 – Village book swap. Very positive response to this on social media. **Resolved to source and cabinet that can be placed in the bus shelter.**

13.2 – Strategic Six funding. Cllr Price mentioned that the previous meeting that the collective Strategic Six were seeking funding from the councils involved amounting to £100 each. **RESOLVED to support, all in favour. Clerk to action.**

13.3 – Coronation Event. Date has been set for the coronation and the clerk is making headway with the preparations.

13.4 – Defib. Cllr Haynes reported that the village defib was not registered with the NHS as an available device. **Clerk to action.**

**055 (014) DATE AND TIME OF NEXT MEETING**

Next meeting will be held on 15th December @ 7.15pm in the Manor Rooms.

**Meeting closed at 20.55**

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| **Decisions/ Actions** | **Delegated to** |
| Contact IDB about ditch debris | Clerk |
| Hardcore for BH driveway | Clerk |
| EPS for playground equip repair | Clerk |
| Quotes for bus shelter window | Chris Bowers |
| Handyman associated costs | Clerk. |
| Strategic Six funding payment | Clerk |
| Defib registration | Clerk. |