

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 at the Manor Rooms, The Street Trowse on: **Thursday 17th August 2023 at 7.15pm**

Members of the press and public are invited to attend, and any questions should be directed to trowsepc@outlook.com

Kate Leggett (Parish Clerk)

AGENDA

1. ATTENDANCE

To note those present and consider apologies for absence.

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 the minutes of the meeting held on the 11th July 2023.

4. MATTERS ARISING

4.1 – To confirm any matters arising from the previous minutes.

5. PUBLIC FORUM

5.1 - 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.

6. ALLOTMENTS.

6.1 - Update on pest control at allotment sites.

6.2 - Allotment monthly inspections. To receive report from Cllr about this month's inspections.

7. CEMETERY.

7.1 – Clerk to give an update about the progress made in the cemetery with regards to maintenance work.

7.2 - Update from clerk about Memorial inspections. For information only, the contractor has had to reschedule due to poor weather on a previous job.

8. COMMON.

8.1 – Clerk to provide update on play equipment repair and recent vandalism.

8.2 – Common fixtures repairs. Clerk to advise councillor of what needs repairing.

9. HIGHWAYS & OPEN SPACES

9.1 – Street lighting maintenance contract. This contract is due for renewal in September and quotes have been received.

9.2 – Quote for maintenance of churchyard trees. Clerk to advise Council of the quote received from CGM.

10. FLOODING

10.1 – Clerk to advise Council of the recent Flood Resilience Project which will benefit some houses in the village. Information has been sent by the Environment Agency which the clerk will circulate.

11. POLICY AND PROCEDURES.

11.1 – Budget setting. Clerk to advise the committee members that budget setting will be on the agenda for September in preparation for full council budget setting in December.

12. GROUNDSMAN'S TASK LIST

12.1 – Committee to discuss and agree groundsman's priority tasks for the coming month.

13. TIME AND DATE OF NEXT MEETING

Thursday 17th August 2023 @ 7.15pm in the Manor Rooms.