

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 16th November 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 12th October 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 from the Clerk re allotment tenancies for 23/24 and waiting list.

6.1 - Update from Clerk re the grounds works for the hedge reinstatement.

6.3 - Drain on Dell allotments. Details from the Clerk and discuss and agree future management.

7. CEMETERY.

7.1 - Update from the Clerk regarding memorial notices.

8. COMMON.

8.1 – To discuss quotation and approve play equipment repair.

8.2 – Common benches. Clerk to update committee.

8.3 – Gazebo placement on the common. To discuss and agree location of the old school gazebo following investigations by Clerk and Groundsman.

9. HIGHWAYS & OPEN SPACES

9.1 – Maintenance work of Churchyard trees. Confirmed dates for work.

9.2 - Clerk to report response from Heritage Officer at SNDC regarding the railings in the village.

9.3 – To discuss and agree to recommend to the Finance Committee the ear marking of reserves for Biodiversity Action Plan implementation

10. EVENTS

10.1 – Summer Event. To discuss annual event in the village and what format that may take.

11. POLICY AND PROCEDURES.

11.1 – Budget setting. Clerk to circulate Budget V Actual spend for the year to date and projected spends for the rest of this financial year. To discuss and agree budget proposals and projects for 24/25 for recommendation to Finance committee.

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 14th December 2023 @ 7.15pm in the Manor Rooms.