

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 14th December 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 16th November 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.

7. CEMETERY AND CHURCHYARD.

7.1 - Update from the Clerk regarding recent tree works in the churchyard.

8. COMMON.

8.1 – To inform Councillors when repairs will be undertaken.

8.2 – Common benches. Clerk to update committee.

9. HIGHWAYS & OPEN SPACES

9.1 – Update on Biodiversity Action Plan progress following investigations by Norfolk Wildlife Trust and ecologists.

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. Following a review of the proposed budget by the Chair of the Council and the Clerk a revised budget has been circulated for discussion. Revised budget to be discussed and approved by the Open Spaces 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 11th January 2024 @ 7.15pm in the Manor Rooms.