

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 11th January 2024 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 14th December 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 – Clerk to outline possible tasks that the committee may want to undertake in relation to Cemetery maintenance. To discuss and agree a programme of works.

8. COMMON.

8.1 Update on Play equipment repair.

9. HIGHWAYS & OPEN SPACES

9.1 – Update on Biodiversity Action Plan progress.

9.2 – The former school site. To discuss the use of the old school as outlined by Cllr Owen.

9.3 – Update from Clerk regarding the Church meadow following meeting with Crown Point Estates Farm Manager.

10. EVENTS

10.1 – Summer Event. To discuss annual event.

11. POLICY AND PROCEDURES.

11.1 – Risk Assessments. Clerk to circulate risk assessments for review. To discuss and approve any amendments.

a) Allotment Risk Assessment

b) Cemetery Risk Assessment

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 15th February 2024 @ 7.15pm in the Manor Rooms.