

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

Held at The Manor Rooms, The Street, Trowse on: 15th February 2024 at 7.15pm

Present: Cllr Owen (chair), Cllr Haynes, Cllr Greenizan, Cllr Long, and Cllr Bowers
Clerk: Kate Leggett.

076 (001) APOLOGIES

Cllrs Price and Barnes

077 (002) DECLARATIONS OF INTEREST AND DIPENSATION

Councillors who have allotment plots.

078 (003) MINUTES OF THE PREVIOUS MEETING

Minutes for the meeting held on the 11th January 2024 were **agreed and signed**.

079 (004) MATTERS ARISING

The Clerk informed members that she had tried to contact Crown Point Estates for a meeting regarding the land the rear of the church but has received no reply as yet. She will follow this up.

080 (005) PUBLIC FORUM

A resident mentioned that the proposed notice board is still not in place on Pepperpot Drive. **The Clerk stated that she would contact Cllr Thomson to see if the location had been approved by Highways.**

Chris Bowers informed members that the village sign renovation is almost complete, and the aim is to unveil the new sign at the end of the month.

A resident asked about the current state of the MUGA. The resident stated that he would be willing to brigade a few people to help clear it if permission was given by Crown Point Estates. **A discussion around the MUGA is to be place on March's full council agenda.**

A resident asked if she was free to clear the Horse Trough of weeds. Council thanked her and said that they would be happy for her to do that.

081 (006) ALLOTMENTS

6.1 - The clerk gave those present an update on the allotment waiting lists. We currently have vacant plots. **Clerk to advertise on Facebook.**

6.2 – The discuss and agree the extension of the communal allotment plot on the Dell allotments to incorporate a new Biodiversity area. **Proposed by Cllr Long, seconded Cllr Owen, all in favour.**

6.3 – Plot inspections. The Clerk gave an update to members on the recent allotment inspections. It was noted that plots are generally in good condition and only a few amber notices had been sent out to tenants.

082 (007) CEMETERY AND CHURCHYARD

7.1 – Programme of Works for the Cemetery. The Clerk presented the required maintenance tasks as discussed with the groundsman. The task list was approved. Clerk to get quotes for this work.

Clerk is also to contact Churchill insurance again about the damaged fence panels.

Sign;

Date:

7.2 Cemetery signs and bins. Cllr Greenizan stated that she is still removing green waste from the general waste bin at the cemetery. It was thought that an additional compost bin be located next to the general waste bin by the cemetery gates. New signs are also needed for the general waste bin. **Clerk to make investigations with the groundsmen.**

083 (008) COMMON

Although there was nothing on the agenda for this item, there followed a discussion around the high water levels on the common. **Clerk to contact Paul George from the IDB for advice.**

084 (009) HIGHWAYS AND OPEN SPACES

9.1 – Update on the Biodiversity Plan. The working group have had an initial meeting following the receipt of the ecological report. The working group are going to come up with the project calendar which can be shared for residents to get involved. The first project is going to be some work on the Cemetery and the working group will meet to discuss what is going to be done and how this can be implemented.

9.2 – Cllr Owen gave an update on the possibility of using the school as a community facility. Unfortunately, this is not going to be possible as the development of the site is imminent. There is some concern that the dilapidated state of the building will encourage vandalism and anti-social behaviour. Cllr Long stated that it was now common knowledge amongst the school community that there is a vacant building in the village. Cllr Owen said he would make the relevant authorities aware.

9.3 The Clerk apologised for not have ordered the replacement Kirby Road bin. This will be actioned before the next meeting.

9.4 – Beryl Bike planters. Cllr Bowers informed members that the PC has taken on responsibility for the planters on the Beryl Bike stands. Beryl Bikes had thanked the PC for taking this on. These planters can form part of the Clean Up and Bloom initiative in the village.

9.5 – The Clerk raised a query about the location of the defib and the issues around moving it to the phone box. After some discussion it was decided to seek quotations for moving it to the side of the bus shelter, thus allowing the village book swap to be located in the phone box. **Clerk to action.**

9.6 – It was thought that when the section of verge that houses the village sign is replanted, there may be a need to stop pedestrians walking across it. A small fence is an option. **Clerk to investigate using some material from the old school.**

9.7 – Clean Up and Bloom litter pick, This has been set for 1st April at 11am. **Clerk to produce a poster advertising the event and Cllr Long will produce a volunteer sign up sheet.**

085 (010) EVENTS

10.1 – Cllr Haynes and Cllr Long updated members on the progress of the summer event. Cllr Long has put a "Save the Date" on the village Facebook page and Cllr Haynes is in the process of deciding what events he would like to have. There is a planned fun run for both adults and children along with lots of other activities encouraging fitness and wellbeing for all. The chosen charities that will benefit from this event are East Anglian Children's Hospice and The Manor Rooms Trust. The main event will run from 12pm – 6pm on the 27th July.

086 (011) POLICIES AND PROCEDURES

11.1 – Grass Cutting Policy and regime. The draft policy and regime had been circulated ahead of the meeting. **Proposed by Cllr Haynes, seconded by Cllr Long. All in favour.**

087 (012) GROUNDSMAN'S TASK LIST

Sign;

Date:

- Painting of the phone box.
- Start cleaning/repainting road name signs.
- To liaise with Clerk re other tasks.
- Training

088 (012) DATE AND TIME OF NEXT MEETING

Thursday 14th March 2024 @ 7.15pm.

Meeting closed at 8.40pm

Decisions	Actions
Extra ordinary full council meeting	Clerk
Location of Notice Board	Clerk
Advertise allotment plots	Clerk
Cemetery bins	Clerk and Groundsman.
IDB investigations into the Common	Clerk
Moving the Defib	Clerk
School materials for "Plot" edging	Clerk
Litter Pick poster	Clerk.

Sign;

Date: