

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

Held at The Manor Rooms, The Street, Trowse on: **Thursday 13th October 2022 at
7.40pm**

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

028 (001) APOLOGIES

None

029 (002) DECLARATIONS OF INTEREST AND DIPENSATION

Cllr Greenizan – Any items pertaining to the Manor Rooms.

030 (003) MINUTES OF THE PREVIOUS MEETING

Minutes for the meeting held on the 26th September 2022 were **agreed and signed**.

031 (004) MATTERS ARISING

None

032 (005) PUBLIC FORUM

The common has been cut ready for the rotavating to enable wildflower seed planting. The cost of getting our contractor to rotavate was discussed and agreed to be taken to full council. Our thanks to Chris Bowers for cutting the grass.

The erecting of the new dog waste bin on Pepperpot Drive is awaiting confirmation from SNDC. The post and bin are ready as soon as we are given the go ahead.

SAM camera needed two new batteries. The clerk has purchased these and the camera is now working again.

033 (006) ALLOTMENTS

A brief discussion took place about the 5-bar gate from the new development to the Dell. Clerk to contact Norfolk Homes.

6.1 – Clerk gave those present an update on the current waiting list.

6.2 – Councillors to provide the allotment check forms to the clerk as soon as possible.

6.3 – Allotment water bill. The meter has now been read and it appeared that it had not been done for some time. It was thought that it would be beneficial to plot where the meters are for future reference and to make sure they are read regularly. **Clerk to investigate estimated bills.**

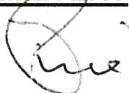
034 (007) HERITAGE AND INFORMATION PROJECT

7.1 – No further update for this meeting.

7.2 – Village sign. Clerk gave an update. Henry Gowman from Poringland Men's Shed is happy to undertake the restoration with Chris Bowers as a project manager. Clerk to put Chris in touch with Henry. The original sign will be placed in the Manor Rooms.

035 (008) CEMETERY

Sign:



Date: 17.11.22

- 8.1 – Cllr Haynes will provide the clerk with this month's checks form at the full council meeting.
- 8.2 – Following a very helpful meeting with a funeral director the clerk provided those present with information which may help with the management of the cemetery. **Clerk to draw up a list of recommended changes to the new Cemetery Management document.**

036 (009) COMMON

- 9.1 – See item 5 above.
- 9.2 – Henry Gowman is to provide 30 new trees to replace the ones that died in the summer drought.
- 9.3 – No further progress – moved to next month's agenda **SIGNS FOR PLAY EQUIPMENT.**
- 9.4 – Play equipment checks. Cllr Owen stated that nothing had changed since the last checks were performed, so no additional paperwork was needed.

037 (010) HIGHWAYS AND OPEN SPACES

- 10.1 – See item 5 above.
- 10.2 – Cllr Price had been to a Strategic Six meeting and they have asked for some funding to help manage this group. The sum of £100 was requested.

Cllr Price also mentioned that the Strategic Six had proposed a new cycle route from Poringland and it will form part of the East Anglian Cycle route. Arminghall have offered to fund this new route. Cllrs expressed a slight concern about the speed of cyclists down Kirby Road.

038 (011) FLOODING

- 11.1 – Ditch dredging. The clerk provided those present with an update on the date for dredging the ditch on the common. The Internal Drainage Board hope to do this work the week beginning the 7th November. The clerk and Cllr Bowers had also spoken to a gentleman doing an Environment Agency survey on the likelihood of flooding on the common in the future and what mitigation can be put in place. Clerk has been on contact with the EA in the hopes of getting a copy of this report.

039 (012) POLICIES AND PROCEDURES

- 12.1 – Cllr Price talked those present through the budget setting discussions which had taken place. It was thought that there needed to be a contingency fund for council as a whole and this could be in the form of a rolling maintenance fund.
- 12.2 – Clerk to share job description with Cllrs ahead of the next meeting.

040 (013) AOB

- 13.1 – Village book swap. Clerk to put details on social media and assess the need for this.
- 13.2 – Public toilet facilities. It was discussed and thought that the cost of providing public toilets would be prohibitive. **Clerk to investigate if this is something SNDC would get involved with.**
- 13.3 – Move to next month's meeting

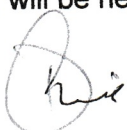
Newton Close street sign. **It was agreed that the clerk will source this in the Colman's colours.**

There followed a discussion about signs for "No cycling" down the Newton Close- The Street footpath. Cllr Vic Thomson has agreed to use his members funds for these signs. Cllr Haynes would also like to see preventative barriers.

041 (014) DATE AND TIME OF NEXT MEETING

Next meeting will be held on 17th November @ 7.15pm in the Manor Rooms.

Sign:



Date: 17.11.22.

Meeting closed at 21.05

Decisions/ Actions	Delegated to
Investigation of estimated water bills	Clerk
Henry Gowman contact details to Chris Bowers	Clerk
Recommendations for changes to cemetery management document	Clerk
Investigation of public toilet facilities with SNDC	Clerk
Newton Close street sign	Clerk.
Handyman job description	Clerk

Sign:



Date: 17.11.22.