

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

Held at The Manor Rooms, The Street, Trowse on: 18th April 2024 at 7.15pm

Present: Cllr Owen (chair), Cllr Haynes, Cllr Long, Cllr Greenizan and Cllr Bowers

Clerk: Kate Leggett.

001 (001) APOLOGIES

Cllrs Barnes and Price.

002 (002) DECLARATIONS OF INTEREST AND DIPENSATION

Councillors who have allotment plots. `

003 (003) MINUTES OF THE PREVIOUS MEETING

Minutes for the meeting held on the 14th March 2024 were **agreed and signed**.

004 (004) MATTERS ARISING

None for this meeting.

005 (005) PUBLIC FORUM

A resident has expressed an interest in looking after the flowers in the horse trough. This was agreed by Council with thanks. Expenses forms will be sent to the resident for the purchase of items for this. Funds will come out of the Clean Up and Bloom grant fund.

It has been reported that the verges on Devon Way/Highland Crescent have been cut by Highways, despite numerous attempts to take the management of these areas into the that of the PC. **Clerk to write to County Councillor and Gary Overland of Highways to express extreme disappointment.**

006 (006) ALLOTMENTS

6.1 - The clerk gave those present an update on the allotment waiting lists. We have had an uptake of some of the vacant plots. There are now only a couple of Micro plots on the Dell and one full plot on Block Hill to manage.

6.2 – The discuss and approve the trimming of a Silver Birch on the Dell. It was agreed to seek quotes and the relevant permissions for this activity. **Clerk to action.**

6.3 – To discuss and review policy regarding bonfires on the allotments. Much discussion took place about this subject following a communication the Cllr Bowers from a resident who has experienced issues with allotment bonfires. This resident has not made any further contact since, and bonfires are now not permitted until the autumn. It was thought that annually there were very few fires and people who live nearby should expect some burning in the winter months. It was thought that as the weather changes and we get drier, warmer winter months people may be having their windows open more and are therefore more likely to experience smoke drifting into their homes. It was agreed to make people aware that they can ask for a bonfire to be extinguished if it is causing issues. It may be prudent in the future to restrict burning to a specific day/time of the week. **Clerk to investigate what happens on other sites.**

6.3 – Allotment break in. The Clerk made members aware that there had been a theft from a tenants shed on the allotments. The matter has been reported to the Police and the Clerk has started an incident log which includes details and crime numbers. It was thought that maybe something could be put in the newsletter (space allowing) asking people to remain vigilant.

Sign;

Date:

007 (007) CEMETERY AND CHURCHYARD

7.1 – Cemetery driveway. Following discussions, it was agreed that the Clerk and the Groundsman would make further investigations into the needs of the site.

7.2 – Memorial repairs. The Clerk updated members on the memorial repairs.

008 (008) COMMON

8.1 – Flood levels on the Common. It was noted that in general the water has receded on the common, but it can rise again at high tide if there has been a lot of rain. It is, however, still very soggy underfoot.

8.2 – Five aside goal posts. Much discussion took place around the provision of smaller goal posts. It was agreed that more investigation was needed. **Clerk to action.**

8.3 – Roundabout repair. Following a discussion and having received a quote for the required repairs it was agreed that the price for repair was very high, and this spend could not be justified on one piece of equipment. It was thought that we would look to decommission the piece and the **Clerk is to make investigation into the cost of removing the item.** Discussion then took place about what could be placed in the gap. It was thought that it could be a flower bed or possible position for a Christmas tree.

009 (009) HIGHWAYS AND OPEN SPACES

9.1 – Update on the Biodiversity Plan. The Clerk gave an update on the progress of the written document and the activities on the Cemetery. The next Biodiversity Team meeting is Monday 22nd and further discussions will be had regarding future projects.

9.2 – Bus shelter seating. Much discussion took place about the seating in the bus shelter and much of this discussion was dedicated the rough sleeper we currently have in there. It was thought that regardless of someone being in there or not, the seating needed to be replaced. **The clerk is to make further investigations into alternative seating.**

9.3 – Streetlight repair on Whitlingham Lane. The Clerk advised that this item be moved to the next agenda as she is yet to receive another quote.

010 (010) EVENTS

10.1 – Cllr Haynes and Cllr Long gave an update on the Sports Event. Bookings have been made with equipment vendors and investigations being made into food vendors for the day. Crown Point Tavern will be supplying an outside bar for the day and other local businesses will be participating. Sign up sheets will be provided online for people wanting to take part in races. These will also be available for volunteers to sign up to help. Marshalls will be needed if the road is closed as planned. **Clerk to make investigations into the provision of extra bins for the day.**

Crown Point Estate have been asked about borrowing a roller to help flatten the common ahead of the event. They thought that this would be possible if the roller can get through the gate.

011 (011) POLCIES AND PROCEDURES

None for this meeting.

012 (012) GROUNDSMAN'S TASK LIST

12.1 – Clerk to liaise with groundsman over this month's tasks.

Sign;

Date:

013 (012) DATE AND TIME OF NEXT MEETING

Thursday 16th May 2024 @ 7.15pm.

Meeting closed at 8.33pm

Decisions	Actions
Tree trimming on Dell	Clerk
Letter to Highways	Clerk
Seating for bus shelter	Clerk
Bins for Sports Event	Clerk
Roundabout removal	Clerk
Five aside goal posts	Clerk

Sign;

Date: