

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

Held at The Manor Rooms, The Street, Trowse on: 13th June 2024 at 7.15pm

Present: Cllr Owen (chair), Cllr Price, Cllr Long, Cllr Greenizan
Clerk: Kate Leggett.

027 (001) ELECTION OF COMMITTEE CHAIRPERSON

Cllr Owen was nominated by Cllr Greenizan and seconded by Cllr Price. Cllr Owen accepted the role of committee chair. All in favour. Cllr Owen took the chair.

028 (002) APOLOGIES

Cllrs Haynes.

029 (003) DECLARATIONS OF INTEREST AND DIPENSATION

Councillors who have allotment plots. `

030 (004) MINUTES OF THE PREVIOUS MEETING

Minutes for the meeting held on the 16th Mayl 2024 were **agreed and signed**.

031 (005) MATTERS ARISING

Decisions	Actions
Norfolk Homes re noticeboard	Clerk (actioned)
Roundabout removal	Clerk (actioned)
Seating for bus shelter	Clerk (actioned)
Banner for Sports Event	Cllr Long to arrange.

It was thought appropriate to contact the homelessness officer at SNDC and inform them of our intent to replace the bus shelter seating. **Clerk to action.**

032 (006) PUBLIC FORUM

A resident had passed a leaflet about bee keeping on allotments to the Clerk. This will form part of the allotment management plan review later in the year.

033 (007) ALLOTMENTS

7.1 - The clerk gave those present an update on the allotment waiting lists and vacant plot. There is currently on one vacant plot, that being 48c on the Dell, but this may change following the reinspection of next week for plots that were issued notices.

7.2 – Quote for work to Silver Birch on the Dell allotments. **The remit of the quote was discussed, and acceptance of the quote was proposed by Cllr Long, seconded by Cllr Price. All in favour. Clerk to action.**

Sign;

Date:

034 (008) CEMETERY AND CHURCHYARD

There was no specific item for this agenda but a discussion around the bee orchids in the village took place at this point. **Clerk to put some information on the village Facebook page.**

035 (009) COMMON

9.1 – Flood levels on the Common. It was noted that that due to the amount of rainfall recently the ditch is high, and some puddles have been forming on the Common. However, these are not surface puddles, they are due to the raised groundwater levels.

036 (010) HIGHWAYS AND OPEN SPACES

10.1 – Update on the Biodiversity Plan. The Clerk gave an update on the progress the Biodiversity project. A meeting has been arranged with an officer from SNDC about possible funding streams for future biodiversity works. Cllr Greenizan will also pass some information about butterfly records to the Clerk.

10.2 – Defib Cover. **The purchase of a new UV protected defib cover was proposed by Cllr Greenizan, seconded by Cllr Long. All in favour. Cllr Greenizan to order.**

10.3 – Streetlight repair on Whitlingham Lane. Quotes for this work have now been received and this item was discussed. **Proposed by Cllr Long to accept TT Jones quote, seconded by Cllr Price. All in favour. Clerk to action.**

10.4 – Provision for young people in the village. Discussion was had about the provision of space/equipment for young persons living in the village. The 2 – 10-year-old bracket was well catered for by the play equipment on the common but older children are generally overlooked and some provision should be made. The Clerk suggested a small working group of councillors and residents be formed to have more in depth discussions. Councillors willing to sit on this group are Cllr Long and Cllr Price. More details to follow.

037 (011) EVENTS

11.1 – In the absence of Cllr Haynes, Cllr Long informed the committee of what had been happening with this working group and the event organisation. Cllr Long will provide the Clerk with poster information for the next newsletter. The signup sheets are being redone. Clerk to ask James Nicholls from Norfolk Homes and Cllr Vic Thomson if they would like to attend.

Cllr Long also asked that some cones be purchased for the event. **Clerk to action.**

038 (012) POLICIES AND PROCEDURES

None for this meeting.

039 (013) GROUNDSMAN'S TASK LIST

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

040 (013) DATE AND TIME OF NEXT MEETING

Thursday 13th June 2024 @ 7.15pm.

To consider a resolution under the Public Bodies (Admission to Meetings) Act 1960 to exclude the press and public for the duration of item 15 in view of the confidential and personal nature of the business to be transacted.

041 (015) CONFIDENTIAL ITEMS

Sign;

Date:

15.1 – To discuss a complaint received. The Clerk informed members of the complaint received. Discussion about the provision of a pathway on an allotment plot was held and the Clerks previous comments upheld. Clerk to inform the plot holder of the decision.

15.2 – To discuss a complaint received. Following an incident on the allotments a complaint was received into the office.

Much discussion took place about this complaint, the incident and the possible courses of action. This also involved a wider discussion about dogs on the allotments. It was discussed that the Parish Council has a duty of care to plot holders and any livestock kept on plots under the Animal Welfare Act 2006 and the Dogs (Protection of Livestock Act) 1953.

However, regarding the incident in question an overall ban on dogs on the allotment was not thought to be the best course of action, as many allotment holders enjoy taking their dogs on their plots. After a debate it was agreed that dogs must be always kept on a lead on the allotments, both on plots and when walking through. **Clerk to write to plot holders to inform them of this decision. Clerk will also ask all livestock holding lot holders to ensure that their provisions for the animals are suitable.**

Following on from the above topic further discussion was had about a possible dangerous dog on the allotments. **Clerk to contact our local Beat Officer for advice and guidance.**

Meeting closed at 9pm

Decisions	Actions
Homelessness officer	Clerk (actioned)
Silver Birch on Dell	Clerk (actioned)
Defib cover	Cllr Greenizan (actioned)
Streetlight repair	Clerk (actioned)
Cones for sports day	Clerk (actioned)
Respond to complaint 15.1	Clerk (actioned)
Respond to complaint 15.2	Clerk (actioned)

Sign;

Date: