

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

Held at The Manor Rooms, The Street, Trowse on: 12th September 2024 at 7.15pm

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

055 (001) APOLOGIES

Cllrs Price.

056 (002) DECLARATIONS OF INTEREST AND DIPENSATION

Councillors who have allotment plots. `

057 (003) MINUTES OF THE PREVIOUS MEETING

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

058 (004) MATTERS ARISING

Decisions	Actions
Hi-Viz for event	Clerk
Christmas Lights	Clerk

059 (005) PUBLIC FORUM

None for this meeting.

060 (006) SINGLE ITEM

Discussion around the land to the front of 18 School Terrace. Members discussed this item and the clerk contacted the resident via WhatsApp chat for information, as they had been unable to attend the meeting. **Resolved to approve the placing of railway sleepers to stop the encroachment of the soil pile onto no 18's driveway. All in favour. Clerk to liaise with resident with regards to the plan for the soil removal and locating of the council water stopcock.**

061 (007) ALLOTMENTS

7.1 - The clerk gave those present an update on the allotment waiting lists and vacant plot. A couple of tenants from the Dell and one from Block Hill have given their notice. The current waiting list of people should be cleared due to these upcoming vacancies. The single remaining micro plot has also been reserved for someone moving into the village in October.

7.2 – To Discuss and approve the updates to the Allotment Management Plan. The Clerk took members through the proposed changes to the document. **Resolved to accept the changes, including the change in allotment fees to take the use of water into consideration. All in favour. Clerk to action.**

7.3 – Due to other commitments and non-availability, unfortunately this months' inspections have been delayed. The Clerk and Cllr Owen will rearrange this.

062 (008) CEMETERY AND CHURCHYARD

Sign;

Date:

8.1 – Request from family member re a memorial seat. Members discussed this item and requested some photos before a decision is made. **Clerk to action.**

063 (009) COMMON

9.1 – To note the water levels on the common. It has been noted that the water table is still high and only a couple of inches below the grounds surface.

9.2 – Play area inspection and required works. The Clerk took member through the most recent inspection report and the detailed quote for repairs. **Resolved to accept the quote as presented and place on the agenda for full council in October with recommendation for approval as the quote is over the £1000 committee allowance. Clerk to action.**

9.3 – To discuss and approve actions relating to the roundabout space. Clerk advised members that a resident had suggested a community herb garden for this space. Cllr Long would also like to have space for a Christmas tree each year. **Councillors asked the clerk to obtain more information with regards to the type of plants that would be planted for a herb garden. To be placed on October agenda.**

064 (010) HIGHWAYS AND OPEN SPACES

9.1 – Update on the Biodiversity Plan. The Clerk gave an update on the progress the biodiversity project. A meeting has been held with reps from Crown Point Estate and SNDC with regards to the creation of some additional wetland on Estate land near the church for educational purposes. It was thought that this was a very productive meeting, and the next step would be for interested organisations to get together to determine needs/objectives and discuss project costs/funding. **Clerk to liaise with CPE, Whitlingham Trust and WLMA.**

065 (011) EVENTS

11.1 – Resolved to move this item to next agenda to allow for proper discussion.

066 (012) POLCIES AND PROCEDURES

None for this meeting.

067 (013) GROUNDSMAN'S TASK LIST

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

Cllr Haynes asked that the committee remain informed of the task list for the month.

068 (014) DATE AND TIME OF NEXT MEETING

Thursday 17th October 2024 @ 7.15pm.

Meeting closed at 8.38pm

Decisions	Actions
Liaise with resident from 18 School Terrace	Clerk
Allotment Management Plan changes	Clerk
Photo of memorial seat	Clerk
Recommendation of play equipment repair	Clerk
Roundabout Herb Garden	Clerk
Biodiversity projects	Clerk

Sign;

Date: