

MINUTES OF TROWSE WITH NEWTON PARISH COUNCIL

OPEN SPACES AND PROPERTY COMMITTEE MEETING

Held at The Manor Rooms, The Street, Trowse on: 17th October 2024 at 7.15pm

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

Clerk: Kate Leggett.

069 (001) APOLOGIES

Cllrs Owen, Price and Long. Cllr Bowers was present and took Cllr Haynes proposed she take the chair for this meeting. Cllr Bowers accepted.

070 (002) DECLARATIONS OF INTEREST AND DIPENSATION

Councillors who have allotment plots. `

071 (003) MINUTES OF THE PREVIOUS MEETING

Minutes for the meeting held on the 12th September 2024 were **agreed and signed**.

072 (004) MATTERS ARISING

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

073 (005) PUBLIC FORUM

Resident queried what the PC would like to do in terms of wildflowers on the common next year. Options were discussed and it was thought that due to having low number of volunteers smaller patches of wildflowers might be more easily achieved.

Mr Chris Bowers mentioned another possible renovation project, this being the reinstallation of the village cross, which originally sat at the gateway to the village. **Clerk to make investigations as to ownership.**

Mr Bowers also mentioned the phone box renovation. There is a metal barrier that has been struck and pushed into the phone box. This will have to be removed before restoration of the box can take place. This barrier is attached to the White Horse Pub. **Clerk to make investigations with pub owner.**

074 (006) ALLOTMENTS

6.1 - The clerk gave those present an update on the allotment waiting lists and vacant plot. Currently all plot, except one micro plot on The Dell, are occupied. Tenancy forms/payments are steadily coming back in.

6.2 – Dell Silver Birch. A discussion took place about the proposed trimming of this tree. It was thought that as it was planted by a plot holder without consent, it should be totally removed so as not to cause a financial burden on the PC in years to come, or a health and safety issue should it fall. **Clerk to contact contractor and ask him to requote for a full removal.**

6.3 – Hedge on Dell allotments. **Following discussions, it was resolved that the Clerk is to approach contractor to ask about quoting for the removal of the ivy in the hedge.**

Sign;

Date:

075 (007) CEMETERY AND CHURCHYARD

7.1 – Memorial seat in Cemetery. The Clerk shared the image that had been provided by the family. It was discussed and resolved that permission would not be granted on this occasion as the PC did not want to set a precedent with regards to memorial seats next to individual graves. **Clerk to inform the family.**

076 (008) COMMON

8.1 – To note the water levels on the common. It has been noted that the water table is still high and following a conversation with Whitlingham Trust it was noted that the Broads are already above their usual level for this time of year.

8.2 – Roundabout space. Discussions took place and it was agreed to plant some herbs, which are hardy and able to withstand the areas small amount of soil. This will be actioned in Feb/march next year.

8.3 –Wildflowers on the Common. See Item 5 above: resolved to ask residents what they would like to see. This can be a newsletter article for the next edition. Clerk to action.

077 (009) HIGHWAYS AND OPEN SPACES

9.1 – Update on the Biodiversity Plan. Cllr Bowers and the Clerk took members through recent discussions with the Biodiversity Team and meetings with the representative from WLMA (Water Management Alliance) and Whitlingham Trust. The proposed area for new wetland has been inspected and it is terribly overgrown. A huge amount of site clearance would need to be done before any possible activity could take place there. Graeme Hewitt from Whitlingham Trust has kindly shared his volunteer contacts with the Clerk but the project would be a massive undertaking and not necessarily something that could be sustainable in the future. It was thought that other options should be discussed further, and this could involve the shared grazing of some livestock. It was also thought that a more concrete commitment should be sought from Crown Point Estate with regards to financial input and future management of the site in question.

9.2 – Trees on the White Horse Lane development. Following information from the Clerk it was decided that she has delegated authority to oversee the replacement planting of trees that have died off on the Pepperpot Drive/Mustard Way site. She will undertake a site visit with the groundsman to identify the trees in question and make the appropriate arrangements. **This action was proposed by Cllr Haynes, seconded by Cllr Greenizan, all in favour.**

078 (010) EVENTS

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

079 (011) POLCIES AND PROCEDURES

11.1 – Risk Assessments for allotments and cemetery. Following a discussion, it was agreed that Cllr Bowers and Greenizan would undertake a review of the risk assessments and do a preliminary site visit to see how long this procedure will take.

11.2 – Budget discussions. The Clerk recommended that each committee set aside time for an informal discussion about their budgets. This would not be a formal meeting as no decisions or actions would be decided. Cllr Bowers will provide each committee with a year-to-date budget breakdown to facilitate a thorough discussion. Budgets can then be brought back to committees for discussion and approval before being referred to the finance committee. It was thought that Open Spaces Committee should await the return of Cllr Owen before moving this forward.

079 (012) GROUNDSMAN'S TASK LIST

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

Sign;

Date:

Clerk was asked to add the cleaning or maintenance of street signs to this month's list.

080 (013) DATE AND TIME OF NEXT MEETING

Monday 11th November 2024 @ 7.15pm. Please note the change of meeting day.

Meeting closed at 8.55pm

Decisions	Actions
Village Cross	Clerk
Phone box barrier	Clerk
Memorial seat decision	Clerk
White Horse Lane development trees	Clerk/Groundsman
Budget	Committee

Sign;

Date: