

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

You are hereby summoned to attend the Trowse with Newton Parish Council Meeting to take place at the Manor Rooms, The Street Trowse on: Monday 11<sup>th</sup> November 2024 at 7.15pm

Members of the press and public are invited to attend, and any questions should be directed to [trowsepc@outlook.com](mailto:trowsepc@outlook.com)

**Kate Leggett (Parish Clerk)**

## AGENDA

### 1. ATTENDANCE

To note those present and consider apologies for absence.

### 2. DECLARATIONS OF INTEREST AND DISPENSATIONS

To consider any dispensations previously submitted. You have a Disclosable Pecuniary Interest in a matter to be discussed if it relates to something on your Register of Interests Form. You must declare the interest and leave the room whilst the matter is under discussion. You have a Personal Interest in a matter to be discussed if it affects: • Your wellbeing or financial position. • That of your family or close friends. • That of a club or society in which you have a management role. In these instances, members must declare a PERSONAL interest but can speak and vote on the matter. Whenever you declare an interest, you must say why the interest arises so that it may be included in the minutes.

### 3. MINUTES OF PREVIOUS MEETING

3.1 – To confirm the minutes of the meeting held on the 17<sup>th</sup> October 2024.

### 4. MATTERS ARISING

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

### 5. PUBLIC FORUM

5.1 - To receive comments from members of the public, restricted to 2 minutes per person, on matters elsewhere in the agenda. Item to last no more than 10 minutes.

### 6. ALLOTMENTS.

6.1 – Update from the Clerk re allotment waiting list and the new tenancy year.

6.2 – Sliver Birch – to discuss and review agreed action regarding the Silver Birch on the Dell allotment.

### 7. CEMETERY AND CHURCHYARD.

7.1 – Bat survey. To discuss and approve any actions with regards to a bat survey for the cemetery.

### 8. COMMON.

8.1 - To note the water levels and discuss and approve any required actions regarding the Floodsax.

8.2 – To discuss and approve actions relating to the common wildflowers.

### 9. HIGHWAYS & OPEN SPACES

9.1 – Update on Biodiversity Action Plan progress.

## **10 EVENTS**

10.1 – 2025 – To discuss a possible summer event for next year. Feedback from this year's event to be taking into consideration and discussed.

## **11. POLICY AND PROCEDURES.**

11.1 – Discussion pertaining to Risk Assessment processes.

11.2 – Open Spaces budget. To discuss and approve budget for this committee before presenting to Finance for review and final approval at Full Council.

11.3 – Committee Terms of Reference. To discuss and approve any changes to this committee's TOR following review.

## **12. GROUNDSMAN'S TASK LIST**

12.1 – Committee to discuss and agree groundsman's priority tasks for the coming month.

## **13. TIME AND DATE OF NEXT MEETING**

Monday 9<sup>th</sup> December 2024 @ 7.15pm in the Manor Rooms.