

MINUTES OF TROWSE WITH NEWTON PARISH COUNCIL

OPEN SPACES AND PROPERTY COMMITTEE MEETING

Held at The Manor Rooms, The Street, Trowse on: 10th February 2025 at 7.15pm

Present: Cllr Owen (chair), Cllr Haynes, Cllr A Greenizan and Cllr Price.

Clerk: Kate Leggett.

107 (001) APOLOGIES

None for this meeting.

108 (002) DECLARATIONS OF INTEREST AND DIPENSATION

Councillors who have allotment plots. `

109 (003) MINUTES OF THE PREVIOUS MEETING

Minutes for the meeting held on the 13th January 2025 were **agreed and signed**.

110 (004) MATTERS ARISING

Decisions	Actions
Cemetery management plan updates	Clerk (actioned)

111 (005) PUBLIC FORUM

A resident mentioned that the newsletters had gone out about the wildflowers on the Common but that a decision needed to be made about the purchase of seeds. The Chair asked the Clerk to add the cost of the seeds to the Agenda for the Full Council meeting for ratification as time was of the essence.

112 (006) ALLOTMENTS

6.1 - The clerk gave those present an update on the allotment waiting lists and vacant plot. The Block Hill site is now at capacity and there is only 1 full plot and 1 micro plot available at the Dell. It was thought however that a tenant had been found for the micro plot.

6.2 Allotment inspections for 2025. The Clerk had compiled a list of allotment inspection dates, but it was undetermined who would perform the inspections with the groundsman. It was decided that the Clerk would ask Councillors for their availability the week of the inspections. The Clerk will produce a list of the inspection dates for the Allotment noticeboards and email plot holders.

113 (007) CEMETERY AND CHURCHYARD

7.1 – Cemetery bins. Cllr Greenizan had observed that the wreaths that had been removed from the graves had all been placed in the general waste bin but that a lot of the material could be composted. Discussion took place about the provision of bins at the Cemetery, and it was resolved to place an additional compost bin near to the Cemetery gates and some proper signage, encouraging people to compost. **Clerk to action.**

114 (008) COMMON

8.1 – To note the water levels on the common. It had been noted that the water levels had been quite low in recent weeks.

8.2 – Quote for the moving of the Common railings. This was discussed and it was **proposed by Cllr Price, seconded by Cllr Haynes that the quote be accepted. All in favour. This item to be placed on the agenda for Full Council due to being over the threshold for the committee. Clerk to action.**

8.3 – Quote to repair item on the Play area. A discussion took place about this item. **It was resolved to ask the contractor how much it would cost to remove instead of repair. Clerk to action.**

Sign;

Date:

115 (009) HIGHWAYS AND OPEN SPACES

9.1 – Russell Terrace street lighting. The Chair had been asked by residents of Russell Terrace if something could be done about the bright streetlights along that section of White Horse Lane. **It was resolved that the Clerk would contact our maintenance contractor and discuss options for the lights.**

116 (010) EVENTS

10.1 – Discussion around Summer event. A discussion took place about the provision of a summer event for 2025. It was decided that the event would be scaled down in terms of volunteer requirements and activities. Cllr Price had previously suggested a Summer BBQ, and this was thought to be a good option. It was thought that some investigation into having local musicians, and some local crafters was needed. An article in the newsletter could gauge people's thought on the event and see if we have any interested local groups. **Clerk to action.**

117 (011) POLCIES AND PROCEDURES

None for this meeting.

118 (012) GROUNDSMAN'S TASK LIST

12.1 – Groundsman's task. Clerk to liaise with groundsman about priority tasks for the coming month.

119 (013) DATE AND TIME OF NEXT MEETING

Monday 10th March 2025 @ 7.15pm.

Meeting closed at 8.22pm

Decisions	Actions
Wildflowers on FC agenda	Clerk
Cemetery bins and signage	Clerk/Groundsman
Railings quote on FC agenda	Clerk
Removal of play equipment piece	Clerk
Russell Terrace streetlighting	Clerk
Newsletter article about summer event.	Clerk

Sign;

Date: