

MINUTES OF TROWSE WITH NEWTON PARISH COUNCIL

OPEN SPACES AND PROPERTY COMMITTEE MEETING

Held at The Manor Rooms, The Street, Trowse on: 14th April 2025 at 7.15pm

Present: Cllr Owen (Chair), Cllr Gorman, Cllr A Greenizan and Cllr Price.

Clerk: Kate Leggett.

120 (001) APOLOGIES

Apologies were received and accepted from Cllr Haynes.

121 (002) DECLARATIONS OF INTEREST AND DIPENSATION

Councillors who have allotment plots. `

122 (003) MINUTES OF THE PREVIOUS MEETING

Minutes for the meeting held on the 10th March 2025 were **agreed and signed**.

123 (004) MATTERS ARISING

Decisions	Actions
Rotator follow up	Clerk (ongoing)
Cemetery bins and signage	Clerk/Groundsman (ongoing)
Event advertising etc.	Clerk (ongoing)
Russell Terrace Street Lighting	Clerk (ongoing)

Due to staff sickness some items on the Matters Arising are still to be completed. The Clerk gave an update.

124 (005) PUBLIC FORUM

None for this meeting.

125 (006) ALLOTMENTS

6.1 - The clerk gave those present an update on the allotment waiting lists and vacant plot. Both sites are currently at capacity and the Clerk has created a new waiting list.

126 (007) CEMETERY AND CHURCHYARD

7.1 – Ongoing Biodiversity work. The Green Team will be replanting the “roundabout” area on the central pathway to create an ashes scattering location.

At this point in the meeting some discussion took place about security of the cemetery and what could be done to help prevent any future criminal activity. **Clerk to investigate trail cameras, motion sensor lights and CCTV signs.**

127 (008) COMMON

8.1 – To note the water levels on the common. Noted that as the weather has been dry there is currently no issue.

8.2 – Common Railings. The work for this is still ongoing and it is hoped to be complete by the end of the school Easter Holidays.

8.3 – Removal of Rotator. The Clerk is still awaiting the quote for this. If received in time the item will be placed on the Full Council agenda for discussion.

128 (009) HIGHWAYS AND OPEN SPACES

9.1 – Russell Terrace street lighting. The Clerk has chased this again. If quote is received in time, it will be placed on the agenda for Full Council meeting.

Sign;

Date:

129 (010) EVENTS

10.1 – Discussion around Summer event. Discussions took place around the provision of the Summer Event. The Clerk informed members that some stall holders and musicians have been found. A food vendor has already been lined up, who is willing to do children's portions, and the White Horse are on board with some Bar assistance. **The Clerk is to speak to Pam about this in more detail. Clerk to investigate the cost of hiring marquees for the day.**

It was also thought prudent to try and find one other food vendor as we have been let down in the past. **Clerk to investigate.**

130 (011) POLICIES AND PROCEDURES

None for this meeting.

131 (012) GROUNDSMAN'S TASK LIST

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

132 (013) DATE AND TIME OF NEXT MEETING

Monday 12th May 2025 @ 7.15pm.

Meeting closed at 8.05pm

Decisions	Actions
Rotator follow up	Clerk
Cemetery bins and signage	Clerk/Groundsman
Event advertising etc.	Clerk
Cemetery security	Clerk
Event actions	Clerk
Chase Russell Terrace lighting quote	Clerk

Sign;

Date: