

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 9th June 2025 at 7.15pm

Members of the press and public are invited to attend, and any questions should be directed to trowsepc@outlook.com

Kate Leggett (Parish Clerk) (03.06.2025)

AGENDA

1.ELECTION OF COMMITTEE CHAIRPERSON

1.1 To receive nominations for the chair of this committee for the coming year.

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 12th May 2025.

4. MATTERS ARISING

Decisions	Actions
Rotator follow up	Clerk (actioned)
Cemetery bins and signage	Clerk/Groundsman (ongoing)
Event advertising etc.	Clerk (ongoing)
Cemetery security	Clerk (actioned)
Event actions	Clerk (actioned)
Russell Terrace lighting timings	Clerk (actioned)
Defib location	Clerk (actioned)
Wildfire emergency plan	Clerk (actioned)
Self-closing gates	Clerk (ongoing)
Boudicca Way Marathon	Clerk (actioned)
Moles on the Common	Clerk (actioned)
Church grass cutting	Clerk (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 lists and vacant plots

6.2 – Discuss and agree any actions pertaining to an overgrown tree.

7. CEMETERY AND CHURCHYARD.

7.1 – On going Biodiversity work.

7.2 – Request from relative re edging for an existing grave. To discuss and agree any actions.

8. COMMON.

8.1 - To note the water levels.

8.2 – Play area inspection. To discuss and agree and actions regarding this year's inspection.

9. HIGHWAYS & OPEN SPACES

9.1 – Russell Terrace street lighting. To discuss and approve any actions pertaining to this item.

9.2 – Attenuation Tanks. Information from the Clerk re maintenance and inspections. To discuss and agree any actions.

9.3 – Telephone box library. To discuss and agree any actions.

10 EVENTS

10.1 – 2025 – To continue to discuss the provision of event and agree any actions. Update from Clerk.

11. POLICY AND PROCEDURES.

None for this meeting.

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 14th July 2025 @ 7.15pm in the Manor Rooms.