

# 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 9<sup>th</sup> March 2026 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) (20.02.2026)

## 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 9<sup>th</sup> February 2025.

### 4. MATTERS ARISING

| Decisions                           | Actions          |
|-------------------------------------|------------------|
| Letter to Common Fitness instructor | Clerk (ongoing)  |
| MUGA cleaning companies             | Clerk (actioned) |
| MUGA funding and business plan      | Clerk (actioned) |
| Generator investigations.           | Clerk (ongoing)  |

### 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, vacant plots and tenancy renewals.

### 7. CEMETERY AND CHURCHYARD.

7.1 – Churchyard grass cutting. Update to members on grass cutting for the churchyard following meeting with the church.

### 8. COMMON.

8.1 - To note the water levels and discuss and agree any further possible actions in relation to the drainage ditches. Information to the Committee outlining visit from IDB representative.

8.2 – Fitness classes on the Common. To discuss and agree any actions pertaining to this item.

8.3 – New play equipment. Clerk to present any investigation findings to members.

### 9. HIGHWAYS & OPEN SPACES

9.1 – MUGA. To discuss and agree any actions pertaining to the MUGA, possible funding, business proposals and management.

9.2 – Litter Pick information. To discuss and agree any actions pertaining to the “Big Litter Pick” information from South Norfolk District Council.

## **10 EVENTS**

10.1 – Clerk to provide members with information relating to this year’s summer event. To discuss and agree any actions.

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

11.1 – To review, discuss and agree the Risk Register sections applicable to this committee. Document circulated ahead of the meeting.

11.2 – To review, discuss and agree the new Environmental and Sustainability Policy. Document circulated ahead of the meeting.

## **12. GROUNDSMAN INFORMATION.**

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

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

Monday 13<sup>th</sup> April 2026 @ 7.15pm in the Manor Rooms.