

MINUTES OF TROWSE WITH NEWTON PARISH COUNCIL

OPEN SPACES AND PROPERTY COMMITTEE MEETING

Held at The Manor Rooms, The Street, Trowse on: Monday 9th March 2026 at 7.15pm

Present: Cllr Owen (Chair), Cllr A Greenizan, and Cllr Gorman, Cllr Haynes and Cllr Bowers Clerk: Kate Leggett (Clerk)

107 (001) APOLOGIES

None for this meeting.

108 (002) DECLARATIONS OF INTEREST AND DISPENSATION

Cllrs who are allotment holders.

109 (003) MINUTES OF THE PREVIOUS MEETING

Minutes for the meeting held on the 9th February 2026 were agreed and signed.

110 (004) 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)

111 (005) PUBLIC FORUM

It was reported by a resident that the quality of service from Beryl Bikes is not up to its usual standard, with bikes taking longer to unlock or not being charged. Clerk to make contact.

Chris Bowers stated that the new History Society boards have now been fitted.

Mr Bowers also mentioned that the hinges to one of the gates on the common were not working and required repair. He stated that they could be swapped and the gate fitted with a self-close mechanism.

112 (006) ALLOTMENTS

6.1 - The clerk gave those present an update on the allotment waiting lists, and vacant plots. There is currently 1.5 plots available on the Dell and one becoming vacant at Block Hill. Clerk to put information out on social media.

113 (007) CEMETERY AND CHURCHYARD

7.1 – Churchyard grass cutting. The Clerk gave an update following discussions with the Church about their grass cutting needs for the coming year. **Clerk to contact the person who made the enquiry.**

114 (008) COMMON

8.1 – To note the water levels on the common. The Clerk gave information that Matt Gooch from the IDB will be in the village on Tuesday 17th March to inspect the ditches and make recommendations as to when they could be cleared.

8.2 – Fitness Classes on the Common. Following on the previous meeting the Clerk wanted to clarify what needed to be sent to the gentleman. A discussion took place. **Clerk to redraft the letter and circulate ahead of sending.**

Sign:

Date:

8.3 – New Play equipment. The Clerk took members through the quotes that had been received for repairs to the older pieces of equipment and inspections. Clerk to ask the supplier some additional questions about the quote to clarify items. The quotes for the ongoing inspections were thought to be good value, and to it was **resolved recommend to Full Council that the repairs and inspections be actioned subject to supplier clarification.**

115 (009) HIGHWAYS AND OPEN SPACES

9.1 – MUGA discussions and actions.

The clerk supplied the fencing quote, and the full quote for the restoration of the surface to members. Discussion took place about the facility and possible expenditure. **It was resolved to wait until a reply was received from Crown Point Estate following the council's request for funding.**

9.2 – Litter pick. The clerk informed members of the Great South Norfolk litter pick scheme which has been set up again by SNDC. **Date for our litter pick was set for 12th April. Clerk to advertise.**

116 (010) EVENTS

10.1 – The Clerk gave members an update on the arrangements for the Summer Vibes 2026 event.

- Meeting with Jake from Redwell took place and they will be coming to the event with Dennis the Fire Engine Bar.
- Redwell also happy to circulate some flyers for the event at their next craft fayre and try to assist with performers. **Clerk to action flyers/posters.**
- A regular craft fayre attendee has also signed up again.
- Other preparations ongoing.

117 (011) POLICIES AND PROCEDURES

11.1 – Risk Register. The Clerk had previously circulated the update Risk Register. **It was resolved to recommend the Full Council the adopted of this committee's section.**

11.2 – Environmental and Sustainability Policy. The policy had been circulated by the Clerk ahead of the meeting. **Resolved to recommend adoption to Full Council.**

118 (012) GROUNDSMAN'S TASK LIST

12.1 – The Clerk gave information of the upcoming priority tasks for the Groundsman.

119 (013) DATE AND TIME OF NEXT MEETING

Monday 13th April 2026 @ 7.15pm.

Meeting closed at 9.14pm

Decisions	Actions
Letter to Common Fitness instructor	Clerk
Church grass cutting	Clerk
Event flyers	Clerk
Generator investigations.	Clerk.

Sign:

Date: