

# **HELLESDON PARISH COUNCIL**

The Council Office, Diamond Jubilee Lodge, Wood View Road, Hellesdon, Norwich, NR6 5QB  
Tel: 01603 301751 www.hellesdon-pc.gov.uk email: contact@hellesdon-pc.gov.uk

Minutes of the meeting of the Playing Fields, Amenities & Allotments Committee held on  
Tuesday 17<sup>th</sup> October 2017 at 7pm in Diamond Jubilee Lodge, Hellesdon

## **PRESENT**

Mr D King - Chairman

Mrs U Franklin

Mr D Jones-Blackett

Mr R Sear

Mr K Sage (Grounds)

## **IN ATTENDANCE**

Cllr. Shelagh Gurney (Minutes)

### **1. Absence and Apologies for absence**

Cllr Knowles – Apologies received and accepted

Cllr Attenborough – Apologies received and accepted

### **2. Declarations of Interests and Dispensations**

None declared.

Dispensations. None Received

### **3. Approval of the minutes of the last meeting held on 15<sup>th</sup> August 2017**

**Resolved:** To accept the minutes as a true record subject to the following alteration to item 5.

“Mountfield Park – No further progress relating to sponsorship from local businesses to date. Information still outstanding on the certainty of boundary fencing on residents gardens near the entrance to the park on Mountfield Avenue.”

### **4. Public Participation**

There was nothing for this meeting not covered by the proceeding agenda item.

### **5. Matters pertaining to the upcoming budget setting process**

1

Approved.....

Date.....

A new fence is required to back onto Woodview Road, request for chain link fencing and metal posts for £5000.

Under 9s play equipment has been repaired and will be regularly monitored.

Proposal to change tree contractor to 'Ace of Spades' **RESOLVED**.

Tree survey estimate cost of £1614 agreed and to be placed in 2017/8 budget.

It was **RESOLVED** to revisit the proposal for an on-site diesel storage at a later date.

Concerns were raised over the cost of maintenance of the bowling green involving cuts, chemicals and renewables. It was **RESOLVED** to set the annual renewal at £2300.

It was **RESOLVED** to commemorate the 100<sup>th</sup> Anniversary of the First World War on 11<sup>th</sup> November 2018. It was further **RESOLVED** that the memorial garden will be replanted with bedding plants and poppies.

Concerns were raised about football hire and unauthorised advertising contravening existing legislation.

It was **RESOLVED** to continue the current maintenance programme of the Conservation Area.

Much discussion took place surrounding the garden area and roundabout and it was **RESOLVED** to order new shrubs and for the Council Administrator to write to L.E. Electrical to see if they will sponsor some Christmas lights on the roundabout.

It was noted that there were over 40 vacant allotment plots and much discussion took place on various ways in which they can be filled and residents be encouraged to take them up. It was **RESOLVED** to contact the Eastern Daily Press and Just Hellesdon to promote the plots.

It was also noted that when plots are given up the land is often left in an untidy state which makes them not suitable for immediate reletting. It was **RESOLVED** to incorporate in the October 2018 rules a statement clearly identifying tenants responsibilities surrounding this. This process to be managed by the office staff.

It was noted that any discussion surrounding staff training to be dealt with by the staffing committee.

It was **RESOLVED** for Cllr. King as Chair of this committee to contact Mr Bob Fell of Broadland District Council to see if Section 106 monies can be spent on a replacement for the current Parish van.

It was **RESOLVED** to explore the cost of either hiring or buying a shredder. Head Groundsman to look into the cost of this. In the meantime £1000 to be added to the budget to fund this as an interim measure.

It was decided to carry on with a 3 year pruning programme.

It was **RESOLVED** to purchase an Electric Spray Pump out of the underspend on essential hand help equipment budget.

It was finally **RESOLVED** to send all budget proposals to the Property, Policy and Resources Committee for determination.

## 6. General Matters

**6.1** – It was **RESOLVED** to set the hire charges for sports activities for 2017/8 at the following rates:

Netball to remain unchanged at £21 per 2 hour slot in the winter (to include floodlights) and £16 per 2 hour slot in the summer. Training to be set at £11 per hour.

Tennis to remain unchanged at £7 per hour and to be monitored for usage.

Floodlights to go up to £6 per session.

Clarification was needed on the rates of Junior Football training to be sought from the Financial Officer.

Bowls Club to remain at £2300 per annum.

Senior football to go up to £725 per season (including changing rooms and floodlights) and for juniors to increase to £152 per season (just pitch hire).

**6.2** - It was **RESOLVED** to purchase a new piece of play equipment at Meadow Way Park to be funded from Section 106 monies subject to approval from Mr Bob Fell. Head Groundsman to order this piece of equipment as soon as permission is granted with a view to it being installed before Christmas. Quote price of £9141 also agreed to accept.

## 7. Exchange of information

Nothing for this meeting.

## 8. Date, time and venue of next meeting

3

Approved.....

Date.....

As agreed the next meeting would be held in  
**The Council Chamber, Diamond Jubilee Lodge on Tuesday 20<sup>th</sup> February 2018 at  
7pm**

**The meeting closed at 10.39pm.**

Approved.....

Date.....