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Minutes of the meeting of the Playing Fields Amenities &
Allotments Committee held on
Thursday 31st October 2019 at 6.00pm in
The Council Chamber, Diamond Jubilee Lodge, Hellesdon

PRESENT: Cllr D King (Chairman)
Cllr S Gurney, Cllr U Franklin, Cllr M Fulcher
Mrs N Carver – Clerk

The Chairman welcomed Members and 5 members of the public.

1. Apologies and acceptance for absence

Apologies were received and accepted from Cllr K Avenell and Cllr S Prutton

2. Declarations of Interest and Dispensations

Cllr King – items pertaining to Broadland District Council

Cllr Gurney – items pertaining to Broadland District Council, Norfolk County Council

3. Public Participation

A member of the public spoke with regards to request for hens on the allotment, giving a full report on how to plan/manage and keep these on their allotment. Questions were asked as to the type of chickens they intend to keep, the housing they would have and fencing being used.

4. Minutes of the Meeting held on 2nd September 2019

Draft Minutes had been circulated, and it was

RESOLVED TO ADOPT THE MINUTES WHICH WERE SIGNED BY THE CHAIRMAN

5. Financial Report

The report previously circulated was **NOTED**.

6. Budget Recommendations

A budget setting meeting is planned for November, The clerk asked the members for any items they would like further information on for this meeting. Cllr King asked for the following item to be looked at prior to the budget setting meeting; the number and use of skips used costing relating to this. The council would be keen to look at recycling options to encourage active recycling and Zero Waste.

7. **General Matters**

7.1 Allotment: Update on Renewals for 2019/2020

The report previously circulated was **NOTED**. Cllr King asked the Clerk to update at Full Council on 5th November with the total number of plots outstanding payment.

7.2 Allotment: Request for Bee Hive

A Report was previously circulated and NOTED. Since the report the request has been withdrawn. It was

RESOLVED THAT ANY FUTURE REQUESTS FOR BEES WOULD BE TAKEN BACK TO COUNCIL AND DISCUSSED WITH THE OPTION OF HAVING A COMMUNITY APIARY

7.3 Allotment: Request for chickens

The report previously circulated was discussed it was

RESOLVED TO ACCEPT THE REQUEST. CLLR KING ASKED THAT THE ALLOTMENT TENANCY AGREEMENT IS AMENDED TO STATE THAT A MAX NO. OF 4 HENS CAN BE KEPT ON EACH ALLOTMENT HIRED. IT WAS NOTED THAT FURTHER REQUESTS CAN BE AGREED IN THE OFFICE PERMITTING THE TENANTS REQUEST IS IN LINE WITH THE ALLOTMENT TENANCY AGREEMENT

7.4 Allotment: Correspondence received

The clerk updated the council on the number of comments received on the sighting of rats on the allotments. The clerk had contacted the Pest Control company used by Broadland District Council who provided a site visit earlier in the week. A report from this was produced and sent to the clerk and provided to all committee members. It was discussed in detail, during which Standing Orders related to public participation were briefly suspended to allow the member of the public to comment. A member of Haha reported that only since the withdrawing of the bate boxes has there been a large sighting of rats. After a lengthy discussion it was

RESOLVED TO ACCEPT THE INFORMATION SHEET AND REPORT PROVIDED BY MILLENIUM ON HOW TO MANAGE RATS ON THE ALLOTMENT SITE. THE INFORMATION SHEET WILL BE SENT OUT TO ALL ALLOTMENT HOLDERS AND PUT ON INFORMATION BOARD'S ON SITE.

7.5 Bus Shelters

The report previously circulated was **NOTED**. Clerk to contact Mo Anderson-Dungar Locum Clerk for a further update on the Parish Partnership funding.

7.6 Community Orchard

Cllr Fulcher gave a verbal report. He had spoken to the Broadland tree officer with regards to having a community orchard on part of the allotment site; Broadland would provide a number of fruit trees free of charge. Cll Fulcher would continue to look at this to see if the council could.

IT WAS PROPOSED BY Cllr King and Seconded by Cllr Franklin, CARRIED to allocate 6 unused allotments plots.

RESOLVED THAT 6 FULL SIZE ALLOTMENT PLOTS ON THE LEFT HAND SIDE CLOSEST TO THE HOUSES AT THE FAR END OF THE ALLOTMENT SITE CAN BE ALLOCATED FOR THE USE OF A COMMUNITY ORCHARD. MARLON TO LOOK FURTHER INTO THIS WITH BROADLAND.

7.7 Parks and Playgrounds: Meadow Way New Equipment

The clerk reported a site meeting had been arranged for next week to obtain a quotation for replacement equipment. This will be reported back at the next committee meeting.

7.8 Parks and Playgrounds: Under 9 Play area

The clerk reported a site meeting had been arranged for next week to discuss the area further. This will be reported back at the next committee meeting.

7.9 Re Siting of Defibrillator

Cllr King updated the members that a new defibrillator would be put into Hellesdon by funding raised by David Southgate of Meadow Way Chapel

7.10 Sports Fees: Review of fees for Bowling Green for 2020 Season

Correspondence had been received from Hellesdon Bowls club this was **NOTED**. Information was previously circulated on the current fees charged. A lengthy discussion took place on the costs associated to the providing of the facility, the charging and an option of a pay to play. The parish Council recommended many ways to help promote the group. Standing Orders related to public participation were briefly suspended to allow the member of the public to comment Graham Moore Spoke regarding the clubs financial situation. Last year they did green share to keep the costs down. He asked the council to work with the bowls club to help promote the club and the use of the facilities to non-members. Anglian Windows who green shared last year have now moved to Sprowston. Though the green is in excellent condition there is No facilities i.e. club house.

RESOLVED TO SPLIT INTO TWO INSTALLMENTS BEFORE THE FIRST ROLL UP AND SECOND PAYMENT BEFORE THE SECOND ROLL UP. THE COST TO BE TAKEN TO THE BUDGET SETTING MEETING IN NOVEMBER FOR A DECISION TO BE MADE ON THE FEE RATE FOR 2020 SEASON

7.11 Sports Fees: Review of fees for floodlights for financial year 2020/2021

Information was previously circulated on the current fees charged. It was PROPOSED by Cll GURNEY and second by Cllr King to change the charge to hourly rate not seasonal at £3.00 per hour, this was CARRIED. It was

RESOLVED TO CHANGE THE COST TO HOURLY RATE OF £3.00PER HOUR

7.12 Sports Fees: Review of fees for football teams, individual games, team training and Individual training at adult and junior levels for the 2020/2021 season.

Information was previously circulated on the current fees charged it was PROPOSED by Cllr Fulcher to increase the Adult Fees to £850 from £795 This was Seconded by Cllr Gurney and carried. It was also proposed to keep the youth fees the same as previous year and to increase individual match fees to £55 per match. It was

RESOLVED TO TAKE CHARGES AGREED TO THE BUDGET SETTING MEETING IN NOVEMBER TO BE CONFIRMED AND APPROVED

7.13 Sports Fees: Review of fees for netball groups and individual play for 2020 season.

Information was previously circulated on the current fees charged it was

RESOLVED TO INCREASE THE HOURLY RATE TO £9 PER HOUR AND TO CHARGE THE FLOODLIGHTS AT THE AGREED FEE OF £3 PER HOUR (ITEM 7.11)

7.14 Sports Fees: Review of fees for Tennis individual play for 2020 season.
Information was preciously circulated on the current fees charged it was
RESOLVED TO KEEP THE CHARGES THE SAME FOR FINANCIAL YEAR 2020/2021

7.15 Verge Cutting

The clerk met with Mr Rayner, the Highways Engineer, who was able to give an approximate costing of £2500 to £3000 per cut that would be paid to the parish (this is based on 5 cuts per year). Total amount paid around £12,500.00. Mr Rayner would provide the clerk with a detailed map of all areas to be cut. This was discussed and The Members
RESOLVED THAT THE CLERK WOULD CONTINUE WITH THE EXERCISE AND CONTACT AN EXTERNAL GROUNDS COMPANY TO PROVIDE A QUOTATION BASED ON THE INFORMATION PROVIDED BY HIGHWAYS TO UNDERTAKE THE GRASS CUTTING ON BEHALF OF THE PARISH COUNCIL FOR A MINIMUM OF 7 CUTS PER YEAR

8. Exchange of Information

Cllr Franklin spoke with regards to the artificial grass on Meadow Way; Cllr Gurney informed the council that this will be removed as there was no permission given.

9. Date, Time and Venue of Next Meeting

Next meeting date to be confirmed for budget settings

The meeting closed at 20:12