

**Minutes of the meeting of the Playing fields, Allotments and Amenities Committee held on  
Wednesday 12<sup>th</sup> November 2020 at 10am Via Zoom**

Meetings are being held under The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 for the purpose of transacting the following business.

**Present:** Cllr D King– Chair of the Committee  
Cllr S Gurney  
Cllr K Avenell  
Cllr M Franklin  
N Carver – Clerk  
G Ellis – Finance Office

The Chairman welcomed members and opened the meeting at 10:05am.

**1. Apologies and acceptance for absence**

Apologies were received from Cllr Fulcher these were **ACCEPTED**.

**2. Declarations of Interest and Dispensations**

No additional items noted.

**3. To Approve the Minutes of the Meeting 16<sup>th</sup> September 2020**

Minutes had been circulated from the meeting of 16<sup>th</sup> September 2020.

It was

**RESOLVED TO ADOPT THE MINUTES**

**4. Budget Settings**

The 2021/2022 budget for the Playing fields allotments and amenities committee were previously circulated. It discussed and the following items noted.

- i. Full audit to be completed on the Bus Shelters to gain whether any replacements are required.
- ii. Cost Centre 270 Nominal Code 4655 reduce to £500
- iii. Cost Centre 210 nominal code 4225 Floodlight maintenance to be reduced to £500
- iv. Nominal Code 4325 to check on cost of fence for playing fields possible reduction to budget.
- v. Cost Centre 230 nominal code 4455 Tree works reduce to £5000
- vi. Cost Centre 240 Nominal Code Maintenance allotments reduce to £500

The amendments were proposed by Cllr King and seconded by Cllr Gurney. It was

**RESOLVED TO APPROVE THE PROPOSAL**

**5. Allotments**

a) The clerk gave a verbal report on the allotments; A water leak has been detected on the allotments in the newer section. The leak is very minor, and water is currently turned off. The clerk is currently looking at having this looked at, council recommended contacting Peter Southgate who look at Mountfield Park. Clerk to contact.

**6. Playing fields**

A verbal update was given to the committee; following the government guidelines the playing fields and playgrounds remain open during the second lockdown.

**7. Sports Fees**

The committee discussed the fees for the chargeable sporting activities. It was **RESOLVED TO KEEP THEM THE SAME FOR 2021/2022 SEASON**

**8. Tree Planning**

a) A verbal report was given by the clerk. Broadland tree wardens have ordered the replacement trees for Mountfield and will be planning these later this year, unfortunately due to guidelines this will be done on their own. The tree wardens would like to plant additional trees in the Allotment Community Orchard. Cllr King asked for a report to be sent to the council with their proposal.

**7. Exchange of Information**

Cllr King updated that the Government Kick Start Project is currently on hold.

**10. To consider a resolution under the Public Bodies (Admission to Meetings) Act 1960 to exclude the press and public for the duration of the following items in view of the confidential and personal nature of the business to be transacted. If resolved, such items to be dealt after the item that confirms details of the next meeting.**

No Further discussions were had

**8. To confirm the date, time and venue of the next meeting**

The clerk will confirm the next meeting date

The meeting closed at 12:10pm