

**Minutes of the meeting of the Playing fields, Allotments and Amenities Committee held on  
Wednesday 16<sup>th</sup> September 2020 at 6:30pm 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 Fulcher  
N Carver – Clerk

The Chairman welcomed members and opened the meeting at 2pm.

**1. Apologies and acceptance for absence**

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

**2. Declarations of Interest and Dispensations**

No additional items noted.

**3. To Approve the Minutes of the Meeting 19<sup>th</sup> June 2020**

Minutes had been circulated from the meeting of 19<sup>th</sup> June 2020.

It was

**RESOLVED TO ADOPT THE MINUTES**

**4. Tree Works**

a) A written report relating to an overgrown Hazel tree on Mountfeild Park was emailed to the committee and discussed. It was proposed by Cllr King and seconded by Cllr Fulcher and **RESOLVED TO APPROVE THE WORKS, TO BE FUNDED FROM EMR 331**

b) A written report relating to an overgrown Oak tree on Cottinghams Park was emailed to the committee and discussed. It was proposed by Cllr King and seconded by Cllr Fulcher and **RESOLVED TO APPROVE THE WORKS, TO BE FUNDED FROM EMR 334**

**5. Allotments**

a) The clerk gave a verbal report on the allotments; these have been very popular since lockdown with more being taken up.

b) Following a lengthy discussion it was proposed by Cllr King and Seconded by Cllr Avenell to accept a lifetime tenancy agreement, including the following amendments; one off charge at the start of the tenancy £15 administration and key charge. £30 refundable deposit on relinquish of the allotment garden. The rules to state no glass on the allotments(included in the shed policy). Charge of £10 for replacement keys.

It was

**RESOLVED TO ADOPT. These will go out with the invoices on October 1<sup>st</sup> 2020**

**6. Playing fields**

A verbal update was given to the committee; the goals for the football are now all on site and being used. Signage has now gone up on all noticeboards, Website and Facebook stating the opening times for all play areas, and open spaces.

**7. Exchange of Information**

Cllr King updated that he was still looking into the Kick Start Project with Broadland District Council  
Cllr Fulcher will continue to look at the Green Grid now COVID restrictions have eased.

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

The clerk will confirm the next meeting date for October

The meeting closed at 2:55pm

DRAFT