

**Minutes of the meeting of the
Playing fields, Allotments and Amenities Committee
held on Tuesday 7th September 2021 at 7pm**

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 U Franklin
Cllr S Gurney
Cllr K Avenell
Cllr Douglass
N Carver – Clerk

The Chairman welcomed members of the committee. Apologies were given for the meeting starting at 7:20pm due to the meeting before over running.

1. Apologies and acceptance for absence

There were apologies received from Cllr Diffey, these were ACCEPTED.

2. Declarations of Interest and Dispensations

No further dispensations or declarations were made.

3. To Approve the Minutes of the Meeting 29th June 2021

The Minutes had been circulated from the meeting of 29th June 2021, Cllr King proposed to accept the minutes. It was

RESOLVED TO ADOPT THE MINUTES

4. Public Participation

No members of the public present.

5. ROSPA Report

The ROSPA reports were previously circulated to the committee. A verbal update on the repairs and replacement parts required following the ROSPA inspection including any areas needing attention was given by the Clerk. All issues items have now been completed by our Grounds team excluding the replacement gasket on the Super Nova, this was repaired by Kompan.

6. Bush Road Allotments

- a) To confirm allotment holders request for incinerator on site and confirm days for use
Following a request from the allotment holders which was discussed at the last committee meeting , Cllr Gurney gave a verbal update regarding to the information that was needed for permission to be granted. Cllr Gurney had spoken with Haha and they had installed a Weathervane to help with wind direction, she had also confirmed with the airport that the allotment holders would need to call and confirm the days they would be looking to use the incinerators, and provide them with a point of contact on site. Cllr Gurney proposed that we grant the allotment holders 4 days per year on a trial basis for the next 6 months. Reasonable notification must be provided along with contact details to the office prior to the chosen days. The proposal was seconded by Cllr Avenell, It Was **RESOLVED TO ACCEPT**
- b) A request from Haha had been received by the Clerk asking if they could install a defibrillator on the allotment site. A discussion was had and **AGREED** that it would be ideally situated on the toilets. The Parish Council would not be able to fully fund this and it must be done by the allotment holders, Cllr King said funding of £500 can be formally requested from the Parish Council to help support.
- c) Following the allotment rules a discussion was had on the yearly rental fees charged for the allotments for 2022/2023. Keeping inline with the average rates charged, It was proposed to increase the fees to £45 for a full plot per year by Cllr Avenell and seconded by Cllr Franklin , agreed by all. It was **RESOLVED TO INCREASE FEES FOR 2022/2023 ALLOTMENT YEAR TO £45. As per allotment regulations this will be sent to all plot holders in their renewal packs giving them a years notice of the change.**

7. Tiny Forests Funding Project

Previous correspondence from Norfolk County Council and Broadland District Council relating to the Tiny Forests Project was circulated prior to the meeting. The project was discussed along with site recommendations identified following a visit from Norfolk County Council and Broadland with the Clerk. The sites identified are an area on the Recreation Ground next to the wildlife area, and a provisional site on Mountfeild Park. The quality of the soil at Mountfield Park would need to be assessed prior to any trees being planted. The project would be funded from DEFRA and managed by Norfolk County Council until 2023, at this time the Parish will take on responsibility. Cllr King Proposed for the Recreation Ground site to be allocated for the project, with Moundfeild park to be considered if there is enough funding available for two sites. It was seconded by Cllr franklin and agreed by all committee. It was **RESOLVED TO ACCEPT THE PROPOSAL**

8. Recreation Ground

A verbal update from the Clerk was given on the installation of the new play equipment for the Yard. The youth shelter will be installed on the 30th September and the nest swing will be week commencing 14th October. As many of the older users bike to the recreation ground a discussion was had on providing them with a bike rack in the area, the cost would be small upto £100. It was proposed by Cllr King and Seconded by Cllr Avenell agreed by all to purchase a rack. It was **RESOLVED FOR THE CLERK TO ARRANGE FOR A BIKE RACK FROM THE BUDGET**

9. Mountfield Park

The committee discussed the entrance gates to the park following recent damage. It was agreed for the clerk to look at a new entrance to the park with path lighting as an ongoing project including possible funding.

10. Verge Cutting

To discuss the verge cutting in the parish for the coming year

A discussion was had on the current grass cutting in place including issues that had been raised by parishioners to the Councillors, this included the use of weed killer.

Following a discussion it was proposed by Cllr King and seconded by Cllr Gurney to go out to tender.

This was agreed by all. It was

RESOLVED FOR THE GRASS CUTTING CONTRACT TO GO OUT TO TENDER FOR 2022 SEASON WITH THE FOLLOWING STIPULATIONS

- 1. No weed killer to be used**
- 2. Grass to be cut no less than 1” and to be kept under 3”**
- 3. Quotation to include the option of a hopper for grass collection**

11. Exchange of Information

Cllr Gurney updated the committee with regards to the Community Apiary.

There are currently 6 members to the group with 8 active hives. The hives are now being closed down for winter period, with regular feeding. Hoping to get the hives through the winter and promote the group for more active members.

Cllr Gurney spoke with regards to a number of dog owners in the Parish using the poo bins for waste cleared from their own gardens, this has been noted when people are driving up to the bins and getting out with waste sack full. The clerk will put a post out to remind all dog owners that the bins in the Parish are for Dog walkers to use when out and not for waste produced in their homes.

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

The next meeting of the committee will be Budget setting date and time TBC

MEETING CLOSED AT 09:25pm