



NORTH WALSHAM TOWN COUNCIL

DEVELOPMENT & AMENITIES COMMITTEE MEETING 10 MARCH 2020

**Minutes of the Development & Amenities Committee Meeting held on
10 March 2020 at 18 King's Arms Street, North Walsham NR28 9JX**

Present :

Chair : Cllr R Murphy

Vice Chair : Cllr I Jackson

Cllr B Hester

Cllr J Melville

Cllr B Wright

In Attendance :

Mr M Smith – North Walsham Play

Observers : Cllr G Bull, Cllr N Felstead, Cllr H Gotts

Lead Officer

Deputy Town Clerk : Ms T Foster

Meeting opened at 19:00

1. APOLOGIES FOR ABSENCE

Cllr A Fryer (ill), Cllr M Gray, Mr D Gilbert (holiday)

2. DECLARATIONS OF INTEREST

There were no declarations of interest.

3. MINUTES OF THE LAST MEETINGS

As approved by Cllr B Wright and seconded by Cllr I Jackson it was **RESOLVED**

**That the Minutes of the Development & Amenities Committee Meeting of
11 February 2020 were agreed as a true record**

All present unanimously agreed.

R Murphy
11/9/20

4. UPDATE ON DEVELOPMENT AND AMENITIES ACTION LOG

The Chair went through the Action Log to update members.

5. MEMORIAL GARDEN RECOMMENDATIONS

The Chair produced a Report of Recommendations and explained these had been put forward at a meeting on 17 February 2020 as follows:

- Gates. Cllr I Jackson advised to shot blast the original gates would cost £750. It was to be decided whether new or old gates should be installed. The Head Groundsman to advise having previously indicated new gates were preferable.
- Memorial. To be placed at the entrance to the Memorial Garden with a plaque bearing logs of Army, Navy, RAF and Homefront.
- Obelisks. Four obelisks to be placed one each in the grassed areas bearing an individual logo of Army, Navy, RAF and Homefront. A seat would be placed next to each for reflection.
- Poppies. The type of metal to be used needed to be clarified and how they were anchored into the soil.
- Benches. It was agreed that six benches should be purchased and one of which would replace the memorial bench of Daphne Cretella which has deteriorated along with the inscription. The bench is shown on the plan.
- All incidental items as listed would be organised by the Head Groundsman

Positioning of the memorial, obelisks and benches would be shown on the plan which the Head Groundsman would be preparing then included within the Report.

As an aside the inscriptions on the gates to the Memorial Park needed to be cleaned with letters being replaced as necessary. The gates needed to be cleaned but this could be undertaken by the ground staff.

As proposed by Cllr B Hester and seconded by Cllr J Melville it was **RESOLVED**

The Lead Officer to prepare the Report of Recommendations for the Memorial Garden with plan, final figures and total to the full Council on 31 March 2020

All present unanimously agreed.

6. TO CONSIDER PLACEMENT AND COSTS OF MEMORIAL BENCHES

Plans were provided for possible placement of benches within the parks being Town Council properties and would not need planning permission, but placed elsewhere in the town they would. It was anticipated that the cost of each bench would be approximately £1,000 plus £25.00 for each inscription such installation being carried out by the ground staff. For each bench a Legal Agreement should be prepared including clauses for responsibility of repair.

As proposed by Cllr B Wright and seconded by Cllr I Jackson it was **RESOLVED**

That a Legal Agreement for the benches should be prepared and presented at the next Developments & Amenities Meeting

All present unanimously agreed.

R. Murphy
1/9/20

7. TO CONSIDER EITHER DOG BINS/LITTER BINS

It was agreed it would be best to have litter bins being dual purpose litter/dog waste showing the symbols of "litter" and "dog waste" so the public were aware.

As proposed by Cllr B Hester and seconded by Cllr J Melville it was **RESOLVED**

To purchase six "Derby Slim Line E Steel Litter Bins" to be placed in the designated areas that requested the bins and those remaining for the new housing estates.

All present unanimously agreed.

8. TO CONSIDER AMENDMENTS TO THE OUTDOOR ADVERTISING POLICY

The Chair advised the Outdoor Advertising Policy needed to be amended. It was agreed that an Application Form should be prepared for banner placement at Trackside and other Town Council properties such forms to be on the website and in paper format. The Application Form should request full contact details, organisation etc.

As proposed by Cllr R Murphy and seconded by Cllr B Wright it was **RESOLVED**

That the Lead Officer should prepare an Application Form and amend the Outdoor Advertising Policy

All present unanimously agreed.

9. UPDATE ON TREE PLANTING FOR SAINSBURY'S 150TH ANNIVERSARY

The Chair asked Cllr B Wright if he could find out from Sainsbury's when the trees will be arriving, and once known this item could be progressed. This item will be deferred to next Development & Amenities Meeting.

All present unanimously agreed.

10. UPDATE ON PLACEMENT OF NOTICE BOARDS

The Chair said that he was waiting for an appointment with the manager at Sainsbury's. Likewise Waitrose would be contacted. Cllr J Melville had nothing further to add to the comments made at the last meeting.

As proposed by Cllr R Murphy and seconded by Cllr I Jackson it was **RESOLVED**

A site visit to amenity land at Station Road, Happisburgh Road and other possible locations would be arranged

The Chair to advise on the attendees.

This item would be deferred until the next meeting.

All present unanimously agreed.

11. UPDATE ON LIGHTING

The Chair read out a quote which had been received from Cozens for the installation of three street lights (the same as those in the War Memorial Park) for Trackside. It would be necessary to contact the railway provider to confirm installation these lights.

R. Murphy
1/9/20

Note As an aside Mr M Smith was going to seek confirmation for placement of flood lights at Trackside from the railway provider also in connection with the Skate Park.
As proposed by Cllr J Melville and seconded by Cllr I Jackson it was **RESOLVED**

That the Lead Officer should seek approval for the placement of street lights and flood lights at Trackside Park from the railway provider

All present unanimously agreed.

The Chair advised that quotes had been received for the Manor Road Lights and these would be referred to full Council.

All present unanimously agreed.

12. NORTH WALSHAM PLAY

Mr M Smith advised :

(A) Candent Site Visit Report

It was explained that the "test pit" visit (*for which there was no charge*) had been successful with Cadent making the following comment :

"Unable to trace pipeline due to no CP posts in area, other services indicated on power and radio. Maps indicate that the pipeline is out of parks boundary, hand dug slip trench 1.2 m length, 1m depth within grass verge carried out, pipeline not located. Steel road plates to be placed within gateway over grass verge for vehicle crossing points only at this location. All works to SSw22, Hsg47, all further works to be booked via Plant Protection"

(B) Skate Park Update

Grant with Sport England had been successful. A further Lottery Grant decision is awaited. The next meeting for the Skate Park will be at Costa Coffee on 23 April 2020/

(C) Eco Gym Update

It was reported that 250 hours + per week for eco gym usage.

Where the wet pool had been repaired before it had now sunk. No action had been taken yet, but the repairs were being looked into.

(D) Approval of HAGS swing quotes

Mr M smith presented a quote which he had received from HAGS recommended as follows :

Budget Estimate SW024B2 – Supply Only

As set out in a total quote of £3,480.05 (Exclusive of VAT)

Pointing out that the Tango seat was no, Basket Seat **yes** and no install costs.

This matter is to be referred to full Council.

R. M. Smith
1/9/20

Note : As an aside at the Easter Egg Hunt a land train will run from the Happsburgh Road Gate into the Memorial Park.

Meeting Closed : 19.50

R. Murphy
1/9/20