



# NORTH WALSHAM TOWN COUNCIL

## Minutes of the Development & Amenities Meeting

held on Tuesday 19 September 2023, Council Offices, Kings Arms Street

### Present:

**Town Councillors:** Cllr Shires (Chair), Cllr Gray, Cllr Wright, Cllr Hester,

**Assistant Town Clerk:** Ms F Collett

**Members of Public:** Matt Smith (North Walsham Play),

The meeting opened at 18:00

### 1. APOLOGIES FOR ABSENCE

Cllr Heinrich

Cllr Dibben

### 2. DECLARATIONS OF INTEREST

Personal interests: None

Pecuniary interests: None

### 3. TO APPROVE MINUTES OF PREVIOUS COMMITTEE MEETING - emailed with Agenda

(As per Standing Order 12b, to approve accuracy of actions & decisions as a true record)

As proposed by Cllr Wright and seconded by Cllr Hester, it was **RESOLVED** that the minutes of the Committee Meeting held on 13.6.2023 be agreed as a true record

### 4. UPDATE ON MATTERS FROM PREVIOUS MINUTES

Decision/Action Log (Report attached)

### 5. PUBLIC FORUM

(As per Standing Order 3e Items on this agenda only; Standing Order 3f Total duration 15mins max; Standing Order 3g Max 3mins per person; and Standing Order 3h Questions don't require a response at this meeting)

### 6. UPDATES

**6.1 New Cemetery:** The plan for the new cemetery has now entered the final 'investigation stages' with the Hydrology Report having been completed and ideas being put together for design. As proposed by Cllr Wright and seconded by Cllr Hester it was **RESOLVED to approach ICCM (Institute of Cemetery and Cremation Management) and request the help of an experienced designer to help with the layout of the proposed area.**

The possible inclusion of a Crematorium was also suggested and Fi Collett to investigate build and rolling costs and report back to D&A.

**6.2 Grounds Team Report:** In his absence, Daniel Gilbert submitted a report to be read on a variety of issues including the continued problems with the Skate Park soakaway and surfaces as well as problems with the playground surfaces breaking down. Matt Smith is aware and will be discussing



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with relevant parties including Gravity. Cllr Hester was asked to include financing of work in playgrounds to the next Finance meeting.

**Matt Smith Joined the meeting at 6.36pm**

**7. EMP**

Fi Collett presented a new Event Approval Policy for the Committee to review. The policy would ensure that moving forward, all events are compliant with their submitted Event Management Plan. As proposed by Cllr Gray and seconded by Cllr Wright it was **RESOLVED that the D&A Committee take the policy to be read and changes returned to Fi Collett within two weeks. The Policy then to be presented to Full Council and adopted.**

**8. MEMORIAL BENCHES**

As proposed by Cllr Shires and seconded by Cllr Gray it was **RESOLVED to amend the Memorial Bench Application form to allow for 'Plaque only' applications and to remove the option of purchasing Heritage Benches.**

**9. HORNBEAM ESTATE**

As proposed by Cllr Shires and seconded by Cllr Wright it was **RESOLVED to ask NNDC for an estimated arrival date of the bins for the Hornbeam Estate.**

**10. DOG PARK**

As the member of the public who wished to discuss this matter did not attend, the matter was deferred.

**11. ITEMS FOR NEXT AGENDA**

Repair of Cemetery Gates

Additional Equipment for the Playpark and Woodville

Items for the Precept

D Day Memorial Celebrations: As proposed by Cllr Shires and seconded by Cllr Gray it was **RESOLVED to investigate the subject further prior to the next meeting. Cllr Hester to discuss with Mary Seward.**

**12. DATE OF NEXT MEETING**

The next meeting 14<sup>th</sup> November Time 6:30

The meeting closed at 19:17