



NORTH WALSHAM TOWN COUNCIL

Minutes of the Development & Amenities Meeting

held on Tuesday 14 November 2023, Council Offices, Kings Arms Street

Present:

Town Councillors: Cllr Shires (Chair), Cllr Gray, Cllr Wright, Cllr Dibben

Assistant Town Clerk: Ms F Collett

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

The meeting opened at 18:00

1. APOLOGIES FOR ABSENCE

Cllr Hester (None)

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 Gray, it was **RESOLVED** that the minutes of the Committee Meeting held on 19.9.2023 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)

(None)

6. UPDATES

6.1 Grounds Team Report:

The land adjacent to the memorial gardens has now been cleared and bulbs have been planted. This will be a good place to site the Coronation bench and plant the Silver Birch if the council agree. Work has started on the new Fencing at the Community Centre and the Arch will follow. The Axle on the Ride on Lawn Mower has Sheered off. Daniel is happy to strip down and rebuild and is seeking a quote for a replacement part. NWTC maintenance budget to be investigated.

6.2 North Walsham Play Update

There has been a spate of graffiti at Trackside and following a campaign on Facebook, cleaning products were donated to NWP by residents. NWP to undertake cleaning. The safety surface at the outdoor gym has been replaced. A question was raised regarding the budget for repairs to the play park. Ongoing projects include The Skate Park flooding issues, Woodville (adult exercise



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equipment) and the Memorial Park (revitalise play equipment). Julie Potter to attend next meeting to discuss ways to navigate the liability issues surrounding dog agility courses.

Cllr Hester Joined the meeting at 6.20pm

7. REPAIR TO CEMETERY GATES

As proposed by Cllr Shires and seconded by Cllr Dibben it was **RESOLVED to defer this item to the next meeting so as to gain a clearer understanding of available funds within the Cemetery repairs budget**

8. CAR PARKING REQUIREMENTS FOR EGG HUNT

As proposed by Cllr Gray and seconded by Cllr Wright it was **RESOLVED to approach the High School and request use of their land for car parking during this and all other events.**

9. D-DAY CELEBRATIONS

As proposed by Cllr Shires and seconded by Cllr Dibben it was **RESOLVED to defer any decisions on the event until such time as local residents, with a family connection to D-Day, have been consulted. Fi Collett passed on the official suggestion from the Pageant Master.**

10. CEMETERY WALL BACTON ROAD

As proposed by Cllr Shires and seconded by Cllr Gray it was **RESOLVED to defer this item to the next meeting so as to gain a clearer understanding of available funds within the Cemetery budget.**

11. THIS ITEM WAS REMOVED FROM THE AGENDA DUE TO INSUFFICIENT INFORMATION

12. TO CONSIDER COURSES FOR COUNCILLORS AND STAFF

As proposed by Cllr Shires and seconded by Cllr Gray it was **RESOLVED to defer this item to Full Council as it is relevant to all councillors and the availability of general training funds needs to be investigated. However, Daniel Gilbert was asked to review the training undertaken by the grounds team and advise the Development and Amenities Committee of any areas that need updating at the next meeting.**

13. TENNIS COURT SECURITY

As proposed by Cllr Shires and seconded by Cllr Dibben it was **RESOLVED to defer this item to the next meeting to gain a clearer understanding of available funds in the Parks maintenance budget. Quotes to be sought for possible solutions in the meantime.**

14. EPIC NORTH WALSHAM EMP

As proposed by Cllr Dibben and seconded by Cllr Gray it was **RESOLVED to ask EPIC Norfolk to resubmit the EMP having removed Julie Sheilds as contact and updating with Fi Collett's details.**

15. CAPITAL PROJECTS FOR INCLUSION IN PRECEPT

The following Items were raised for consideration:

- Cemetery Gate
- Cemetery Wall
- Flooding at Woodville
- Neighbourhood Plan Consultation
- Flail for Tractor



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North Walsham Play

Survey of Market Place and instillation of wires for decoration

16. WIRES ACROSS MARKET PLACE FOR BUNTING ETC.

Costs relating to this item were deferred to the Finance Committee for consideration. Survey of suitable buildings to be undertaken and quotes to be gathered.

17. UPLIGHTING OF MARKET CROSS

As proposed by Cllr Gray and seconded by Cllr Dibben it was **RESOLVED to investigate issues relating to the placement of uplighters in the Market Cross inc. discussion with Heritage Team & Historic England and request a quote for works from Saturn AV.**

18. TREES IN CEMETERY

An update was received from Cllr Wright regarding concerns from homeowners with property backing onto the Cemetery.

The annual tree survey is due, and concerns will be revisited once results have been collected

19. PLANTING OF SILVER BIRCH

It was decided to plant the Coronation Silver Birch adjacent to the Memorial Garden in the Memorial Park, near to the Memorial Bench. Quotes to be sought for a memorial plaque, exact wording to be discussed.

20. GROUNDS MAINTENANCE WORK SCHEDULE

The Committee thank Daniel Gilbert for putting together a concise record of seasonal works undertaken by the grounds team. This will allow the Committee to better understand the needs of the team and how best to support them. Daniel to continue work on the document to be present back to the Committee once complete.

21. UPKEEP OF DINOSAUR

Remedial work to the dinosaur is needed as there is water damage in a few places and the varnish/paint has chipped. Chestnut Nursery to be asked for the original painters details.

22. ITEMS FOR NEXT AGENDA

- Happisburgh Road Gate (Dropped Curb)
- Cemetery Gate
- Cemetery Wall
- Training courses for the grounds team
- Tennis Court Security
- Survey of Market Place for wires
- Uplighting market cross
- Review Arboriculture Report
- Wording for Coronation plaque
- Grounds Maintenance work Schedule

23. DATE OF NEXT MEETING

The next meeting January 2024 Time: 6pm

The meeting closed at 19:17