



NORTH WALSHAM TOWN COUNCIL

Minutes of the Development & Amenities Meeting

held on Wednesday 7 May 2024 Council Offices, Kings Arms Street

Present:

Town Councillors: Cllr Shires (Chair), Cllr Gray, Cllr Heinrich, Cllr Ginbey, Cllr Dibben(joined at 18.18), Cllr Hester (joined at 18.18)

Town Clerk: Wendy Murphy

Members of Public: Matt Smith (North Walsham Play)
John Fagan (Scribe)

The meeting opened at 18:00

1. APOLOGIES FOR ABSENCE

Cllr Wright

2. DECLARATIONS OF INTEREST

Personal interests: Cllr Shires Item 8

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)

It was RESOLVED to approve the 12.03.24 minutes at the next meeting.

4. UPDATE ON MATTERS FROM PREVIOUS MINUTES

Decision/Action Log (Report attached) – This was updated.

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)

John Fagan gave a presentation to Councillors on Civicy – this is an asset management app that centralises all asset-related data, ensuring easy access and sharing. This will be free for North Walsham Town Council to use.

6. UPDATES

6.1 Grounds Team Report:

No Report available

6.2 North Walsham Play Update

Matt Smith confirmed the see-saw had been replaced, the bushes and pins will also need replacing. He has chased Gravity to do the remedial work on the skatepark. The public consultations have been going well and he will send over the results to the clerk once completed. There has been a request for



NORTH WALSHAM TOWN COUNCIL

Minutes of the Development & Amenities Meeting

held on Wednesday 7 May 2024 Council Offices, Kings Arms Street

natural hedging being planted around play areas that he will look into. He asked if there could be a fence between the skatepark and the play area. This will be looked into.

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 when more information can be given by Daniel Gilbert

8. CEMETERY WALL BACTON ROAD

As proposed by Cllr Dibben and seconded by Cllr Ginbey it was **RESOLVED** to defer this item to the next meeting. Daniel Gilbert to do a report on any Health and Safety issues

9. TO RECEIVE AN UPDATE ON PERMANENT WIRES ACROSS MARKETPLACE FOR XMAS LIGHTS, BUNTING ETC

The clerk confirmed a meeting is to be arranged between a surveyor and Cozens to discuss this

10. TO RECEIVE AN UPDATE ON PERMANENT UPLIGHTING OF MARKET CROSS

As proposed by Cllr Gray and seconded by Cllr Hester and all in favour it was **RESOLVED** to recommend to full council the quote from Saturn AV.

11. CHERRY PICKER

3 quotes were presented to councillors and as proposed by Cllr Gray and seconded by Cllr Shires and all in favour it was **RESOLVED** that a full business case was needed for the purchase of a Cherry Picker. This will be added to the Action Log

12. TO CONSIDER WOODVILLE DRAINAGE AND AGREE ANY DECISIONS MADE

As proposed by Cllr Gray and seconded by Cllr Dibben and all in favour it was **RESOLVED** to defer this item until the next meeting

13. TO RECEIVE A REPORT ON THE ALLOTMENTS AND MAKE ANY DECISIONS

As proposed by Cllr Shires and seconded by Cllr Dibben and all in favour it was **RESOLVED** for the clerk to check the terms of agreement for the Temporary Allotment plots to decide if a permanent fence can be installed and report back with details. The clerk to also check the contract for the staff member that locks the gates to see how long the cemetery can be left unlocked.

14. ITEMS FOR THE NEXT AGENDA/LATE ITEMS FOR DISCUSSION ONLY

15. DATE OF NEXT MEETING

The next meeting TBC

The meeting closed at 19:29