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NORTH WALSHAM TOWN COUNCIL
Minutes of the Development & Amenities Committee Meeting
held on 9 April 2019 at 18 King's Arms Street, North Walsham

Present :

Chair : Cllr R Murphy
Cllr A Fryer (Vice Chair)

Cllr B Hester
Cllr J Melville
Cllr M Seward
Cllr S Stuckey
Cllr D Turner

In Attendance :

Mr D Gilbert – Head Groundsman
Mr M Smith – North Walsham Play

Deputy Town Clerk Ms T Foster

Meeting opened at 18.30

1. DECLARATIONS OF INTEREST

Declarations of a non pecuniary interest were made by :
Cllr J Melville on item nos 5 and 10(a)

2. APOLOGIES FOR ABSENCE

Apologies for absence were received and accepted from Cllr R Mooney (family) and Cllr E Wheeler (family)
As proposed by Cllr S Stuckey and seconded by Cllr A Fryer it was **RESOLVED**

That the apologies received should be accepted

3. MINUTES OF THE LAST MEETING

As proposed by Cllr J Melville and seconded by Cllr S Stuckey it was **RESOLVED**

That the minutes of the meeting held on 12 March 2019 be agreed as a true copy

4. LIGHTING AT THE MEMORIAL PARK

The Chair advised three quotes had been received regarding the lighting in the Memorial Park. All quotes to be referred to full Council
As proposed by Cllr B Hester and seconded by Cllr M Seward it was **RESOLVED**

To recommend to accept the quote received from Cozens

4.(a) Street Lights Signs

The Chair advised that Street Light Signage (displaying Street Light no and contact details) needed to be replaced. Two quotes had already been received. The signage needed to be sustainable in all weathers, would not fade and could be fixed by ground staff. Mr M Smith advised the Chair of another company to contact and he would provide details.

As proposed by Cllr J Melville and seconded by Cllr S Stuckey it was **RESOLVED**
To recommend that the Chair obtain a further quote

It was agreed that this item be deferred to the next D & A Meeting

5. UPDATE ON BENCH AT MELBOURNE ROAD

The Chair advised the bench had been ordered with delivery in the next couple of weeks. Mr Gilbert would arrange to place the bench in the designated area made easier by having an existing concrete base. The Deputy Town Clerk advised having contacted Highways that no licence would be needed.

6. RE-DESIGN OF COUNCIL COAT OF ARMS

The Chair produced some Coat of Arms designs received for consideration to possibly replace the existing Town Council Coat of Arms. If anyone wished to use the Town Council Coat of Arms there is a hi resolution slide which can be used (*Permission from the Town Council is necessary*). Deputy Town Clerk to reply.

As proposed by Cllr S Stuckey and seconded by Cllr B Hester it was **RESOLVED**

That the present Coat of Arms should be retained and the presented designs rejected

7. CONSIDERATION OF EVENT MANAGEMENT PLAN FROM EPIC NORFOLK

The Chair advised this event was to take place on 28 June 2019 on behalf of EPIC Norfolk being a 5km road race taking place in the town and finishing in the Memorial Park. All present agreed to the event. Deputy Town Clerk to notify EPIC.

As proposed by Cllr B Hester and seconded by Cllr S Stuckey it was **RESOLVED**

That the Event Management Plan should be approved

8. HEAD GROUNDSMAN – Mr D Gilbert

(a) Fencing around play area at Woodville

Mr Gilbert advised Woodville Park play area should be fenced in to obscure it from the rest of the Park, the play area was well used.

As proposed by Cllr S Stuckey and seconded by Mr M Smith it was **RESOLVED**

That Mr D Gilbert would obtain three quotes for fencing around the play area at Woodville

(b) Two new dog bins – Mundesley Road and Marshgate

Mr Gilbert said two new dog bins were needed in these two areas. These would be placed on posts provided by the Town Council and the placement of which needed confirmation from Highways – Deputy Town Clerk to action.

As proposed by Cllr S Stuckey and seconded by Cllr J Melville it was **RESOLVED**

That two dog bins should be purchased for Mundesley Road and Marshgate

(c) Update on Spa Common

Mr Gilbert advised the quote received for the fence would increase as there were services along the route where fence posts were to be placed and the holes needed to be dug by hand instead of machinery.

The Chair advised that the Science Group at the High School would deal with the Spa Common Project, and were planning some fund raising events. He and Cllr B Hester had a meeting at the High School on 28 April 2019 to discuss further.

It was advised to avoid plants known as PICA as these were dangerous if eaten by humans. The Chair confirmed that the second survey had been carried out on the soil with a certificate being obtained. Mr M Smith said that he would provide the Chair with details of fund raisers which he could action.

9. NORTH WALSHAM PLAY – Mr M Smith

(a) Picnic bench update

Mr Smith advised that the picnic benches had been ordered and they would be delivered shortly. Mr Gilbert confirmed he would be installing the benches.

(b) Update on Trackside

Mr Smith said he was focused on the Skate Park itself. The same floor print would be used which would have a base of concrete. He understood that the Skate Park was well used and hoped to speak to users of it for their input by arranging a meeting on site with Town Councillors. The cost would be in the region of £100,000. Monies to be raised by North Walsham Play.

It was agreed that an update would be given to full Council.

(c) Fitness park

Mr Smith advised the fitness equipment would enhance the equipment already in the Memorial Park some of which needed to be replaced due to wear and tear, the new equipment would be placed in the same location. Funding was still awaited.

He advised :

- the Sadlers Wood project was already being organised
- submission of information to the Local Plan on Parks and Open Spaces

10. ANY OTHER BUSINESS

10.(a) D Day 75 Event – Working Party

It was explained that a Working Party needed to be formed to concur with a requirement for insurance purposes. The Working Party had already been formed and includes volunteers of which there are four Town Councillors, two Town Council employees, a local business man and a military historian.

As proposed by Cllr S Stuckey and seconded by Mr M Smith it was **RESOLVED**

That this Working Party be approved to organise and be responsible for the D Day 75 Event on 9 June 2019

(b) CCTV on Toilet Block

The Chair advised the CCTV was on a pole and not actually fixed to the toilet block but would possibly have a couple of days disruption when works on the block commenced.

(c) Bus Shelters – New Road and Park Lane

The Chair produced two prints of art work designs prepared by the High School Art Group for the two bus shelters, one being of vivid colours and the other a light green both with graphics. The art work to be carried out during the second and third weeks of May. Once the graphics had been completed they would be painted over with anti graffiti paint for protection.

The Chair explained all the windows were rotten and needed replacing this being undertaken by Men in Sheds. The roof needed new felt and the roof boards replacing both to be undertaken by Mr Gilbert.

Once completed a Notice with the High School logo and Town Council Coat of Arms would be placed in both bus shelters. All present agreed.

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

To proceed with the art work designs and anti-graffiti paint to the two Bus Shelters

11. DATE OF NEXT MEETING To be advised.

Meeting closed : 19.15

