

**NORTH WALSHAM TOWN COUNCIL
DEVELOPMENT & AMENITIES COMMITTEE
8 MAY 2018**

Minutes of the Development & Amenities Committee Meeting dated 8 May 2018

Chair : Cllr B Hester

Present :

Mr M Smith
Cllr S Stuckey
Cllr J Melville

Cllr D Turner
Cllr E Wheeler
Mr D Gilbert

Cllr R Murphy (observer)

Meeting opened at : 19:00

1. DECLARATIONS OF INTEREST

Cllr J Melville declared an interest in item no 7.

2. APOLOGIES FOR ABSENCE

Apologies for absence were received and accepted from Cllr G Bull (work) and Cllr R Harris (work).

3. MINUTES OF THE PREVIOUS MEETING – 13 MARCH 2018

As proposed by Cllr S Stuckey and seconded by Cllr R Murphy it was **RESOLVED**

**That the minutes of the Development & Amenities Meeting of 13 March 2018
be agreed as a true record of that meeting**

4. POPPIES DAY NURSERY – PAVILION LICENCE

The Licence is due for renewal in 2019 which the Licensees wish to continue with. It was agreed that an inspection should be carried out to check the building and services are in order to be compliant as Landlords which Mr D Gilbert will arrange. The Lease will be referred to full Council.

5. MAINTENANCE AGREEMENT – 18 KING’S ARMS STREET – TO BE UNDERTAKEN BY GROUNDSTAFF

NNDC had set out a maintenance list of works outside 18 King’s Arms Street with Mr D Gilbert confirming nothing needed to be added or deleted. It was agreed that Ms T Foster should contact NNDC regarding the draft Maintenance Agreement for a legal copy of the agreement for signature.

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6. RISK ASSESSMENT – OUTSIDE OFFICE – DISABLED ACCESS AUDIT

A quote from North Norfolk Building Surveyors Ltd had been obtained to carry out a Disabled Access Audit. Mr M Smith stated he had used them to carry out a DAA and highly recommended them. Other companies out of the area would cost more as it would involve travelling costs and with some companies using computers as a visual aid. Ms T Foster to action.

7. ROADSIDE SEAT AT MELBOURNE ROAD

A resident had enquired about putting a roadside seat along Melbourne Road near the bungalows. It would be necessary to write to Norfolk County Council with a completed Street Furniture Form to seek permission. Ms T Foster to action.

8. TO RECEIVE REPORT FROM HEAD GROUNDSMAN – Mr D Gilbert:

(a) Top Soil at Spa Common

The top soil had been delivered and there was still some work to do when the weather improves.

(b) Update on Dog Park

One quote had been received for the concreting and Mr D Gilbert would obtain two other quotes for comparison.

(c) Tree Survey

A tree survey had been arranged with Tree Hopper for trees belonging to the Town Council (trees in the cemetery not included). Mr D Gilbert would chase.

(d) Loades Building Street Light

Mr D Gilbert said a Town Council street light fixed to Loades Building at New Road was to be removed as the building was being demolished by McCarthy & Stone for the new development. One quote had already been obtained for repositioning the light and he would obtain further quotes.

(d) Update on Vehicle Compound

Mr D Gilbert produced a plan with measurements of the buildings to be placed on the site and would now contact local fabricated building suppliers. Ms T Foster is preparing the planning application form and advised the cost would be £230.00 and would be submitted once the plans had been prepared.

(e) Sign for verge at Laundry Loke re : car parking

Mr D Gilbert said that it was difficult to cut the grass verge as cars were parking on it so that they were getting covered in grass cuttings. It was agreed that a sign could be placed on the verge “This is not a car park. Cars parked here at the owners’ risk”.

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9. GRIT BINS

A plan had been obtained from Norfolk County Council of the gritting routes. In preference to obtaining more grit bins it was agreed that further gritting routes should be requested from County. Ms T Foster to prepare a letter to NCC enquiring about additional routes.

10. DOG BINS

A request for two dog bins had been made. It was agreed that on the website the wording “normal litter bins can be used for dog waste” would be placed to remind residents ordinary waste bins could be used.

11. CCTV AT 4/4a MARKET PLACE AND TRACKSIDE PARK

Quotes for CCTV at 4/4a Market Place and Trackside Park had been obtained and would be referred to full Council.

12. STREET LIGHT AT FARMAN AVENUE AT MEMORIAL PARK

Ms J Shields presented an invoice for this street light which funds were made available in the 2017/18 precept.

13. UPDATE DLH SIGN AT TRACKSIDE PARK

Update given by Ms T Foster that wording was awaited from DLH to go on the sign which would be submitted to Development & Amenities once received.

14. UPDATE ON NOTICE BOARD AT 4/4a MARKET PLACE

Update given by Ms T Foster that a reply was imminent from Russell Tanner at NNDC.

15. ANY OTHER BUSINESS

(a) Funeral costs. – A list of the funeral costs was given to members to consider the fees. A joint discussion between Development & Amenities and the Finance Committee to be held.

(b) Memorial Park – ASBO issues. Discussion over recent problems at the Memorial Park. CCTV had been agreed for the Memorial Park in the 2017/18 precept but not actioned by the Town Clerk

(c) Delivery of mower. Mr D Gilbert explained that delivery of the mower was to due this week.

16. DATE OF NEXT MEETING

The next meeting will be on 12 June 2018

Meeting ended : 20.20

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