



NORTH WALSHAM TOWN COUNCIL

Minutes of the Development & Amenities Meeting

held on Tuesday 21st January 2025 at Cedar House, New Road,
North Walsham NR28 9DE

Meeting not quorate – decisions ratified in meeting 28.01.2025

Present:

Town Councillors: Cllr Brand (Chair), Cllr Seward, Cllr Wright (Vice Chair),

Town Clerk: Wendy Murphy

Members of Public: 2 + James Dennis (Deputy Head Grounds person), Matt Smith (North Walsham Play)

The meeting opened at 18:30

1. APOLOGIES FOR ABSENCE

None

2. DECLARATIONS OF INTEREST

Personal interests: Cllr Seward (North Walsham In Bloom)

Pecuniary interests: None

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

(As per Standing Order 3t, to approve decisions/resolutions made as an accurate record)

As proposed by Cllr Wright and seconded by Cllr Seward and all in favour, it was RESOLVED that the minutes of the Committee Meeting held on 19.11.24 be agreed as a true record.

4. UPDATE ON MATTERS FROM PREVIOUS MINUTES

Action Log was updated

Updates given

5. PUBLIC FORUM

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

Confirmation that location of bench for item 17 is Near War Memorial Arch.

Questions on whether item 12.3 requires replacement rather than repair.

Item 19 – Flag policy if just for information

Letter and photos from public to be considered under item 15.

Extra lighting mentioned in item 16 refers to the dog exercise area.

Map Boards do need updating, also consider leafleting.

6. TO RECEIVE CLERKS REPORT AND CONSIDER AND AGREE ANY UPDATES

Town Clerks report was received.

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DAA report to be presented to Full Council.

JD tractor training completed.

MOU for Memorial Charity has been drafted and will be presented to Full Council.

Two lights in the Skate Park are on all night for reasons of accessibility for emergency services.

7. **UPDATES**

7.1. Grounds Team: The acting Head Groundsman gave his report:

New Gaytor has been delivered and is in use and will be sign written shortly. Check decibel level it produces and install warning signs and/or procure ear defenders as necessary. **[ACTION Grounds]**

Consider installing 'no fly-tipping' signs to Nelson Road land, and a wooded area there using free trees from NNDC. **[ACTION D&A]**

Obtain quotes for low loaders trailer for moving the excavator. **[ACTION WM/Grounds]**

Obtain quotes for a welfare cabin for the Cemetery yard. **[ACTION WM]**

Grass cutting starts in May.

Parks debris – burials and cleaning playground

Pond risk assessment **[ACTION WM]**

7.2. North Walsham Play: Matt Smith gave his report

Quotes with Town Clerk for proposed projects.

Inclusive and accessible, include older children.

EMP approved Easter Egg Hunt.

Quotes to light path already there – company Norwich Electrical, to stay on all night

Emergency services recommend.

8. **TO RECEIVE AND CONSIDER RECOMMENDATIONS FROM THE TREE SURVEY**

As proposed by Cllr Brand and seconded by Cllr Wright and all in favour, it was **RESOLVED** to adopt the recommendation, quotes required for the works, £4k cap. **[ACTION WM]**

9. **TO DISCUSS AND MAKE ANY RECOMMENDATIONS RELATING TO THE HEALTH AND SAFETY AUDIT REPORT COMMISSIONED BY CRONER DUE TO VARIOUS HEALTH AND SAFETY CONCERNS RECEIVED.**

Recommendation to present report & actions to Full Council.

As proposed by Cllr Wright and seconded by Cllr Brand and all in favour, it was **RESOLVED** to purchase a new compressor. **[ACTION – Grounds to dispose of old (resell), and purchase £475.]**

10. **TO CONSIDER 2 NEW WOODEN NOTICE BOARDS AT THE CEMETERIES**

Get quotes to replace rotten notice boards. **[ACTION WM]**

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11. TO CONSIDER QUOTES RECEIVED FOR D DAY BENCH

As proposed by Cllr Wright and seconded by Cllr Seward and all in favour, it was **RESOLVED** to purchase new D-Day bench + VE-Day bench (when available). **[ACTION WM]**

12. TO CONSIDER THE FOLLOWING WORK

12.1. As proposed by Cllr Brand and seconded by Cllr Seward and all in favour it was **RESOLVED** to accept quote for cleaning the park entrance walls inside and out for £275+VAT. **[ACTION WM]**

12.2. As proposed by Cllr Brand and seconded by Cllr Wright and all in favour it was **RESOLVED** to accept quote for cleaning town sign and touch up paint for £255+VAT. **[ACTION WM]**

12.3. As proposed by Cllr Wright and seconded by Cllr Brand and all in favour it was **RESOLVED** to repair the mosaic plaques instead of replacing them. Quotes required. **[ACTION WM]**

13. TO CONSIDER UPDATING THE MAP BOARDS USING THE NEW GRAPHIC THAT HAS BEEN RECEIVED

As proposed by Cllr Wright and seconded by Cllr Brand and all in favour, it was **RESOLVED** to go ahead with 8 map boards in total, with an amendment to the design “Sir Stephen Fry”. Moving forward secure local business sponsorship. **[ACTION WM]**

14. TO CONSIDER FUTURE PROJECTS

Speak to Saunders Coaches for the busiest bus stop for replacement with a new bus shelter. **[ACTION WM]**

Welfare Hut

Water

Free Wifi – obtain quotes **[ACTION WM]**

Market Place speakers

Play Parks

15. TO CONSIDER REQUEST OF TREE REMOVAL ON WAR MEMORIAL PARK

As proposed by Cllr Wright and seconded by Cllr Brand and all in favour, it was **RESOLVED** for Grounds staff to remove offending sapling tree. **[ACTION Grounds]**

16. TO CONSIDER REQUEST FOR LIGHTING AND NEW PATHS AT TRACKSIDE

Get quotes for bollard lighting. **[ACTION WM]**

Get quotes for both paths, including new path from Norwich Road/Bypass pedestrian gate to Skatepark. **[ACTION WM]**

As proposed by Cllr Seward and seconded by Cllr Brand and all in favour, it was **RESOLVED** to go ahead with steps for the Skatepark ‘bowl’. **[ACTION WM]**

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17. TO CONSIDER PUTTING THE BENCHES AT THE WAR MEMORIAL PARK ON CONCRETE BASES

Get quotes for wet pour, as health & safety issue. [ACTION WM]

18. TO CONSIDER EXTRA LIGHTING IN THE WAR MEMORIAL PARK

Get quotes for extending lighting to route between Poppies Nursery and Yarmouth Road, either bollard or solar lights. [ACTION WM]

19. TO CONSIDER A POLICY FOR THE FLYING OF FLAGS

Follow up with flagpole outside the Council Offices. Make amendments to Flay Policy and resubmit. [ACTION WM/JD]

20. ITEMS FOR NEXT AGENDA/LATE ITEMS FOR DISCUSSION ONLY

Sainsburys own the path between Vicarage Street car park and their store, where the street lights are being turned off at dusk. Write to Sainsburys to point out H&S issues. [ACTION WM]
'The Butchery' to Full Council.
Graffiti.

21. DATE OF NEXT MEETING

Full Council 6.30pm Tuesday 28th January 2025
D & A Committee 6.30pm Tuesday 18th March 2025

The meeting closed at 19.52

