



# NORTH WALSHAM TOWN COUNCIL

## Minutes of the Development & Amenities Meeting

held on Tuesday 13<sup>th</sup> May 2025 at Cedar House, New Road,  
North Walsham NR28 9DE

### Present:

**Town Councillors:** Cllr Brand (Chair), Cllr Seward, Cllr Wright (Vice Chair), Cllr Richardson, Cllr J Reid,  
Cllr T Scannell

**Town Clerk:** Wendy Murphy  
James Dennis

**Members of Public:** 0

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: Cllr Richardson (Husband works for Earnest Doe)

### 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 ES and seconded by HR and all in favour, it was **RESOLVED** that the minutes of the Committee Meeting held on 18.03.2025 be agreed as a true record.

### 4. UPDATE ON MATTERS FROM PREVIOUS MINUTES

No updates

### 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)

None Present

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

Clerks Report was received

### 7. UPDATES

7.1 Grounds update:

Benches have been placed in Churchyard

Truck has had to have a lot of work done to pass MOT

To investigate looking at leasing vehicles and to get quotes.

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7.2 North Walsham Play – none.

**8. TO DISCUSS REDECORATION OF THE CHAPEL FOR IT TO BE A FULLY UTILISED ASSET**

Awaiting Quotes for this work,

**9. TO DISCUSS AND AGREE ACTION ON EXTRA BUS SHELTER PLACEMENT**

As proposed by BW and seconded by HR and all in favour, it was resolved for the bus shelter to be on Aylsham Road near Howlett Close. The Clerk to negotiate the cost for this.

**10. TO DISCUSS AND AGREE FUTURE ACTION REGARDING SECTION 106 MONEY – ALLOTMENTS AND MAINTENANCE OF OPEN SPACES**

The clerk gave a report on the Section 106 monies that is available. It was suggested that this could be used for the Cherry Tree4s at the Memorial Park and allotments at Nelson Road. The Clerk will investigate further and bring back to a future meeting

**11. TO DISCUSS AND AGREE QUOTE FOR REMAKING TOWN SIGN MOSAIC**

As proposed by PB and seconded by HR and with ES abstaining and a majority vote it was resolved to go for granite mosaic replacement for the Town Sign.

**12. TO AGREE QUOTE FOR PORTABLE WATER TANK FOR CEMETERY COMPOUND**

As proposed by BW and seconded by PB and all in favour it was resolved to go ahead with a water tank at the Cemetery. The Head Groundsman will get quotes for a structure for the water tank to stand on.

**13. TO DISCUSS AND AGREE THE PURCHASE OF CHERRY TREES AT THE WAR MEMORIAL PARK**

As proposed by BW and seconded by HR and all in favour it was agreed to see if a garden center would sponsor these trees. The Clerk will get quotes and bring to bring back to council for planting in the Autumn.

**14. TO DISCUSS THE CROSSING SITUATION ON STATION ROAD RE: PUBLIC CORRESPONDENCE**

This would not be something that the town council would be able to look at. The Clerk will speak to County Councillor Saul Penfold to see if this is something that could be looked into

**15. TO DISCUSS AND AGREE X3 EQUIPMENT QUOTES: A) NEW LAWN MOWER**

As proposed by BW and seconded by HR and all in favour it was agreed to purchase a new lawn mower for a maximum amount of £700 with part exchange

**16. TO DISCUSS AND AGREE NEW PROCESS FOR PUBLIC LITTER PICKING**

This was discussed and as proposed by HR and seconded by ES and all in favour it was agreed for this process to be implemented

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**17. TO DISCUSS AND AGREE THE DESIGN OF THE LETTERING FOR MEMORIAL ARCHWAY**

As proposed by BW and seconded by HR and all in favour the design that was presented at the meeting was agreed. JD will arrange for a quote.

**18. TO DISCUSS WHEELCHAIR ACCESS TO WOODVILLE PARK RE: PUBLIC CORRESPONDENCE**

This was a maintenance issue, and the Head Groundsman will make good

**19. TO DISCUSS LAND OF CROMER ROAD FOR NEW CEMETERY**

A report was received from Highways department at County Council. It was agreed for the clerk to reply to say that the Council would be supportive of their suggestions.

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

Park lighting.

S106 monies

**21. DATE OF NEXT MEETING**

D&A - Tuesday 13<sup>th</sup> May 2025 6.30pm

**22. TO CONSIDER PASSING A RESOLUTION, IN ACCORDANCE WITH THE PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 THAT THE PUBLIC AND PRESS TO BE EXCLUDED FROM THE MEETING FOR THE FOLLOWING ITEMS BY REASON OF THE CONFIDENTIAL NATURE OF THE BUSINESS TO BE TRANSACTED**

The clerk gave an update on the staffing for the Grounds Team

This meeting closed at 19.40

Initials.....

Date:.....