



NORTH WALSHAM TOWN COUNCIL

Minutes of the Development & Amenities Meeting

held on Tuesday 16th September 2025 at Cedar House, New Road,
North Walsham NR28 9DE

Present:

Town Councillors: R Smith (RS), H Richardson (HR), J Reid (JR)

Town Clerk: Wendy Murphy

Grounds Manager: James Dennis

Members of Public: 1

1. APOLOGIES FOR ABSENCE

Terry Scannell (TS), Bob Wright (BW), Eric Seward (ES)

2. DECLARATIONS OF INTEREST

To receive declarations of pecuniary or personal interests and consider requests for dispensations
None

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

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

As proposed by HS and seconded by JR and all in favor, it was **RESOLVED** that the minutes of the Committee Meeting held on 17th July 2025 be agreed as a true record.

4. UPDATE ON MATTERS FROM PREVIOUS MINUTES

Decision/Action Log (Report attached)
None

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

6. TO RECEIVE ANY UPDATES

James Dennis gave his report, and the committee thanked him and his team for all the hard work they had done.

7. TO AGREE QUOTE FOR PLACEMENT OF SLEEPERS AS A RETAINING WALL FOR PATHWAY AT TRACKSIDE

As proposed by HS and seconded by RS and with all in favor it was agreed to accept the quote of £2355.00

8. TO DISCUSS LEASING A NEW VEHICLE AND DIGGER

Initials:..... Date:.....

As proposed by RS and seconded by JR and with all in favour it was agreed for the Clerk/Head Groundsman to go ahead and get quotes for both

9. TO DISCUSS AND AGREE QUALITY FLOORING IN THE KITCHEN OF PAVILLION

As proposed by RS and seconded by HR and with all in favor it was agreed to accept the quote for £650.00

10. TO RECEIVE A SURVEY COMPLETED BY COZENS ON THE CONDITION OF THE STREET LIGHTS AND AGREE AND DECISIONS MADE

The survey was received, and RS, Town Clerk and James Dennis will go through the document in more detail to see what streetlights a priority and report are back to Full Council

11. TO AGREE FOR NO-FLY TIPPING (OR SIMILAR) SIGNS FOR NELSON ROAD GREEN SPACE

As proposed by HR and seconded by JR and with all in favor it was agreed for a sign for this area. James Dennis will look at a compost bin

12. TO DISCUSS AND AGREE ALTERNATIVE SEWER CONNECTION FOR THE WELFARE UNIT

The clerk was concerned about the agreement for the Welfare unit made at full council and has made enquiries regarding an effluent tank. She will speak to the company supplying the unit to see if this is something that they will provide.

13. TO AGREE NORTH AND SOUTH SIDE ENTRANCE WALLS TO THE CEMETERY

As proposed by HR and seconded by JR and with all in favor it was agreed to accept the quote for £4347.00

14. TO AGREE THE COST OF MEMORIAL ARCH WORDING

As proposed by RS and seconded by HS and with all in favor it was agreed to accept the quote for £2650.00 + VAT

15. TO DISCUSS AND AGREE TO BUY A DEFIBRILLATOR FOR TRACKSIDE PARK

As proposed by JR and seconded by RS and with all in favor it was agreed to purchase a Defib and Case. The Clerk confirmed the cost of this would be £1,500.00. She will also look at the cost of 3 bleed kits

16. TO AGREE QUOTE FOR NEW CHAINSAW

As proposed by RS and seconded by JR and with all in favor it was agreed to accept the quote for £728.44 + VAT

17. TO AGREE QUOTE FOR SHORING EQUIPMENT

As proposed by HS and seconded by RS and with all in favor it was agreed to accept the quote for £618.00

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

The clerk confirmed that the swing at Trackside had a split in the frame. She will take this to Full Council for a decision to be made

Fixed sign in the Market Place pointing to Market Street and Present shops.

19. DATE OF NEXT MEETING

18TH November 2025

The meeting closed at 19.28

Initials:..... Date:.....