

# NORTH WALSHAM TOWN COUNCIL

## Minutes of the Development & Amenities Committee meeting

held on 8 October 2019, at 18 Kings Arms Street, North Walsham

### PRESENT:

**Councillors:** Cllr R Murphy (Chair); Cllr A Fryer; Cllr B Hester; Cllr I Jackson; Cllr B Wright;  
**Attendees:** Matt Smith  
**Town Clerk:** Ms J Shields **Head Groundsman:** Daniel Gilbert

The meeting opened at 19.00

#### 1. APOLOGIES FOR ABSENCE

**Accepted:** Cllr J Melville (ill); Cllr P Oakes (family)  
**Not Accepted:** Cllr M Gray – No apologies received

#### 2. DECLARATIONS OF INTEREST

Pecuniary interest: None  
Personal interest: Cllr Hester & Matt Smith - item 5, Annual Easter Egg Hunt

#### 3. APPROVE MINUTES OF PREVIOUS MEETING

As proposed by Cllr Hester and seconded by Cllr Fryer it was **RESOLVED** that the **Minutes of the meeting 10 September 2019 were agreed as a true record**

#### 4. TERMS OF REFERENCE FOR DEVELOPMENT & AMENITIES COMMITTEE

To add & amend:-

- Event Management Plan – to review the plan, after event form has been agreed by Full Council
- Change Markets from a subcommittee to an advisory committee and remove from D&A ToR's

As proposed by Cllr Jackson and seconded by Cllr Fryer it was **RESOLVED to accept the amendments and recommend to Full Council**

#### 5. TO CONSIDER EVENT MANAGEMENT PLANS

- a. Annual Easter Egg Hunt
- b. EPIC Norfolk

As proposed by Cllr Murphy and seconded by Cllr Wright it was **RESOLVED to approve the Event Management Plans** (Easter Egg Event and Epic Norfolk)

It was requested if possible, for future Event Management Plans to be emailed out in advance of the meeting

#### 6. PAVING ON CHURCH APPROACH

Not Town Council land, it was decided to pass the issue back to District, so they can take it up with County as we believe it is Norfolk County Council land

#### 7. TREE PLANTING FOR SAINSBURY'S 150<sup>th</sup> ANNIVERSARY (deferred from previous meeting)

Apparently, there are now 60 trees coming from Woodland Trust and they are due in March. It was decided to defer the decision of where to plant these trees to the February 2020 meeting.

Initials.....

Date:.....

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### 8. HEAD GROUNDSMAN'S REPORT

- a. Chapel Door – doors are going rotten, Cllr Murphy to arrange a site visit, Daniel to get a quote for new doors. Both reports to be brought back to the next D&A meeting
- b. Simon Weal – requested to plant shrubs in the Park, Happisburgh Rd end to form cover for his plants on the other side of the fence.  
ideas were:-
  - a. Due to previous issues we would need a signed maintenance contract that says in writing - he looks after the plot or we take back responsibility.
  - b. We could plant trees thereDaniel to decide the best outcome
- c. Trees overhanging residents' gardens from the Cemetery  
The Tree surgeon will look at them, when he does his tree survey. It's not our Policy to cut down trees unnecessarily - Daniel to write a letter to residents explaining this

### 9. NORTH WALSHAM PLAY

- a. Update on Skate Park – Planning application in, awaiting planning permission
- b. Benches – NW Play have been bequeathed 2 benches to go in a Park. To be ordered in the near future and Matt to liaise with Daniel as to where and when
- c. Signage – size A2 for Woodville Play park and Exercise Park - Matt is paying and installing
- d. Eco gym – Repairs have been done and contractor is coming out afternoon of 9.10.19 to complete inspection. Leaflets for Eco Gym launch are going into the Dr's surgery.

### 10. THE CHAIRMAN'S REPORT INCLUDING UPDATES

- Water Butts – Community Centre have refused to connect these to their down pipes, giving the reason that the rear of the building is a fire escape, and this could cause an obstruction
- NNDC – no start date for building of the new toilet block
- Bus Shelters – Cllr Murphy talking to high school about revamping
- Notice Board – been deferred to M&I to see who is placing the notices in the boards
- Spa Common – High School want to get involved with managing Spa Common after Christmas

### 11. ITEMS FOR NEXT AGENDA/LATE ITEMS FOR DISCUSSION ONLY

- Chapel Doors
- Precept ideas for Chairs meeting 1.11.19
  - Entrance Gates to the Park
  - Pot of Money for people wanting to do events (like a loan and maybe take some profit), Maybe keep - tea turns, road closure signs, harras fencing, bouncing castle, tables, chairs
  - Project manager – New employee to manage projects/events, contractors, parks etc.

### 12. DATE OF NEXT MEETING

12 November 2019, 19.00 at 18 Kings Arms Street

The meeting closed at 19.50

Initials.....

Date:.....