

**NORTH WALSHAM TOWN COUNCIL
DEVELOPMENTS AND AMENITIES COMMITTEE
10 JULY 2018**

Minutes of the Development and Amenities Committee Meeting on 10 July 2018

Present : Cllr R Murphy – Chair
Cllr A Fryer – Vice Chair

Cllr B Hester Cllr S Stuckey
Cllr J Melville Cllr D Turner

Observer :
Cllr F Choudhury

In Attendance :
Mr D Gilbert – Head Groundsman
Mr M Smith – North Walsham Play

Meeting opened at : 18.55

1. DECLARATIONS OF INTEREST

There were no declarations of interest.

2. APOLOGIES FOR ABSENCE

Apologies were received and accepted from Cllr R Mooney (prior engagement) and Cllr E Wheeler (family commitment).

3. MINUTES OF THE LAST MEETING

As proposed by Cllr S Stuckey and seconded by Cllr J Melville it was **RESOLVED**

That the minutes of the meeting held on 12 June 2018 be agreed as a true copy

4. TO CONSIDER BUSINESS CARDS

The Chair advised 100 business cards printed for “Town Clerk”, “Head Groundsman” and “North Walsham Town Council” would cost £30.00.

As proposed by Cllr D Turner and Cllr A Fryer it was **RESOLVED**

That an order be placed for 300 business cards of 100 each for the Town Clerk, Head Groundsman and North Walsham Town Council

The Chair would organise these cards.

19.10 Cllr F Choudhury left the meeting.

5. VEHICLE COMPOUND AT CEMETERY

Mr D Gilbert stated he had a “ball park” figure for the ground work for widening of the gates and roadway, base, fence and new gates, but wanted to obtain firm quotes to include the structures on the compound for submission to D & A. The works and costs could be spread out in tranches.

6. DDA RISK ASSESSMENT AT 18 KING’S ARMS STREET

The Chair reported this was carried out on 6 July 2018 and the Report should be prepared within two weeks.

7. ADDITIONAL GRITTING ROUTE

The Chair explained that NCC advised the gritting routes used at present could be adjusted to include further roads to be gritted but at the expense of other roads

8. GROUNDS MAINTENANCE CONTRACT

The Chair explained NNDC had offered the sum of £825.00 per annum to carry out agreed works at 18 King’s Arms Street. Mr D Gilbert and all present agreed this amount was acceptable and to inform NNDC to proceed with the preparation of the Contract. This would be a one off payment at the beginning of the year.

9. REPORT FROM HEAD GROUNDSMAN

The Head Groundsman reported on the following :

(1) Update on Spa Common

All the soil had now been delivered and there were three piles of soil which had yet to be levelled out over the next few weeks.

(2) Survey at the Pavilion

An inspection had been arranged for 12 July 2018 for the Pavilion. An Electrical Installation Condition Report had been carried out showing electrical works required some of which needed urgent attention for health & Safety reasons. All present agreed. As proposed by Cllr S Stuckey and seconded by Cllr J Melville it was **RESOLVED**

**That Mr D Gilbert contacts an electrician to carry out the works
as soon as possible**

(3) Cemetery Lodge and Chapel Remedial Works

He was waiting for an overall quote for the remedial works.

10. UPDATE ON MEMORIAL PARK

The Chair advised a quote had been received from TT Jones for five lighting units at Farman Avenue and the Memorial Park for which monies had been set aside in the precept although further funds may be needed from reserves. The quote is to be referred to the full Council Meeting.

11. UPON DATE ON NORTH WALSHAM PLAY

Mr M Smith said the target of £90,000 had been reached for the play equipment at the Memorial Park. He would place the Order with the Town Clerk. The installation was due to commence on 1 September 2018 taking about six weeks with the opening of the play area to take place at half term in October. The opening would be arranged with some NNDC members attending besides Town Councillors. Ms T Foster to enquire of NNDC use of four car spaces in the New Road Car Park while construction is underway.

12. ANY OTHER BUSINESS

The following further business was raised :

- The Chair stated the leaf blower had been stolen from the trailer of the ground staff and been reported to the Police. It was not advisable to use insurance cover as the excess was nearly the cost of a replacement blower. All present agreed that another blower could be purchased straightaway as it was needed for their work.
- The Chair informed members that whilst strimming grass one of the ground staff chipped the windscreen of a moving car. The owner had contacted the office and the Town Clerk was dealing with this.
- It appeared that some grass had been thrown under the trees at Bluebell Pond which was rotting and possibly would cause problems for the trees. Mr D Gilbert would look into this.
- An enquiry was raised whether ID badges could be obtained for Councillors to wear when on official business with the words "North Walsham Town Council" but not the Councillor's name. It was suggested that a badge holder could be used with a name card showing "North Walsham Town Council".
- An update was given on the Notice Boards which Men in Sheds were repairing and which they would start shortly. At the moment they were working on the crosses for the cemetery for the fallen of WW1 which totalled 200.
- Mr D Gilbert outlined the position of the concrete to be laid at the Dog Park at Trackside. He had obtained one quote and would be seeking further quotes.

13. DATE OF NEXT MEETING

The next meeting was 11 September 2018.

