

# **NORTH WALSHAM TOWN COUNCIL DEVELOPMENT & AMENITIES COMMITTEE 9 OCTOBER 2018**

## **Minutes of the Development & Amenities Committee Meeting of 9 October 2018**

### **Present :**

**Chair :** Cllr R Murphy  
Cllr A Fryer (Vice Chair)

Cllr B Hester  
Cllr J Melville  
Cllr R Mooney  
Cllr S Stuckey

**Observer :** Cllr I Jackson

### **In Attendance :**

Mr D Gilbert – Head Groundsman  
Mr M Smith – North Walsham Play

**Deputy Town Clerk :** Ms T Foster

Meeting opened at 19:00

### **1. DECLARATIONS OF INTEREST**

There were no declarations of interest.

### **2. APOLOGIES FOR ABSENCE**

Apologies were received and accepted from Cllr D Turner (sick) and Cllr E Wheeler (sick)

### **3. MINUTES OF THE LAST MEETING**

As proposed by Cllr S Stuckey and seconded by Cllr A Fryer it was **RESOLVED**

**That the minutes of the meeting held on 11 September 2018 be agreed as a true copy**

### **4. FENCING AT SPA COMMON**

Referred from Full Council. It was decided a fence at Spa Common would add security for the land for whatever use and provide a border for the property. A risk assessment would also need to be carried out.

As proposed by Cllr R Murphy and seconded by Cllr B Hester it was **RESOLVED**

**That the quote received from Renosteel should be accepted**

Mr D Gilbert would arrange the fencing.

## **5. PROPOSAL FOR USEAGE OF SPA COMMON**

A report was circulated on the use of Spa Common as a wildlife meadow which seemed to be acceptable to all present. The Chair was in contact with the High School, Manor Road School and Poppies who were interested in being involved and had scheduled meetings in the coming weeks.

Before the fence is erected and the land put to use it was agreed that Mr D Gilbert should arrange for the soil to be re-tested and obtain the necessary certificate, such re-test to be carried out by the original contractors.

As proposed by Cllr R Mooney and seconded by Cllr B Hester it was **RESOLVED**

**That Mr D Gilbert would organise the soil re-testing**

## **6. TO CONSIDER QUOTES FOR THE CEMETERY CHAPEL**

Referred from Full Council. Three quotes had been obtained. As the bell tower would have to be surveyed by a specialist Mr D Gilbert would hire a cherry picker for the surveyor to inspect it properly. It was noted the bell tower did not have a bell.

It was agreed a survey of the Chapel should be undertaken by North Norfolk Surveyors Ltd as it appeared that those undertaken had been done by visual method. Consideration should also be given to applying for a grant from Heritage/Big Society/Sheringham Shoal. The Town Clerk to investigate.

## **7.UPDATE ON DDA RISK ASSESSMENT ON 18 KING'S ARMS STREET**

A brief summary was given of a meeting with the Registrars when it was agreed that a copy of the report should be sent to NNDC who could engage with NCC over the works needed to be carried out in particular the external works.

The stone slope adjacent to 16 King's Arms Street being made into steps had been discussed with NNDC and the previous Town Clerk and this would be included in the email to NNDC. The Deputy Town Clerk to action.

## **8.UPDATE ON CCTV**

The Chair gave an update on the CCTV at the Memorial Park which had already been started advising the signs were ready to put up. As the date of completion of the works was delayed should compensation be sought. The Town Clerk to investigate.

The Chair stated that a meeting had been arranged on Friday 19 October 2018 in the precinct with Secure Defence regarding CCTV.

## **9. TO DISCUSS THE BENCHES FOR NORTH WALSHAM**

The Chair produced copies of quotes and benches made out of recycled materials. Once a bench become irreparable and had to be replaced this type of bench could be considered. Benches with arms were suggested. Sponsorship Policy should be considered. The type of bench should be referred to Full Council.

## **10.UPON ON BENCH AT MELBOURNE ROAD**

The Chair advised an email had been received from Victory Housing regarding the bench placement at Melbourne Road stating they had no objection at the point indicated along Melbourne Road and outlining maintenance, injury claims for disrepair and if necessary right

of bench removal. Refer to Full Council to decide on this placement with consideration given to item 9 above on the type of bench.

#### **11. UPDATE ON NOTICE BOARDS BEING REPAIRED BY MEN IN SHEDS**

An update was given on Men in Sheds that they were still working on the Notice Boards. The opening times are Tuesday 1 to 4, Thursday 10 to 1 and Saturday 10 – 1 at the White Swan with additional members being welcome.

#### **12. UPDATE ON TRACKSIDE SIGNS**

The Chair read out the quotes received regarding signs to be placed at Trackside which would be aluminium signs with full colour print stating “No unauthorised advertising to be placed on the fence” and to contact the Town Council.

As proposed by Cllr S Stuckey and seconded by Cllr B Hester it was **RESOLVED**

**The quote for £64.00 plus VAT for four signs should be accepted**

The Chair will organise these signs

#### **13. TO CONSIDER DRAFT “NORTH WALSHAM TOWN COUNCIL – OUTDOOR ADVERTISING POLICY”**

The Chair produced a draft Outdoor Advertising Policy for consideration. All present agreed the Policy except in “4. Removal of Signs” the following words “for one calendar” should be included before the words .... “from where the signs can be collected.” A draft to be submitted to the full Council for approval.

#### **14. UPDATES ON FINGER POSTS**

The Chair stated the finger posts were now the responsibility of the Town Council. Neither NNDC nor NCC wanted ownership. A letter confirming this was expected shortly.

#### **15. REPORT FROM HEAD GROUNDSMAN**

He reported as follows :

##### **(a) Tow bar for flat bed truck**

He reported that the flat bed truck needed a tow bar obtaining a quote for £359 which would assist the work of the ground staff

As proposed by Cllr B Hester and seconded by Cllr R Mooney it was **RESOLVED**

**That the Tow Bar for the quote obtained should be purchased**

##### **(b) Finishing soil levels at Spa Common**

He reported the contractors would not be doing any more work on the site. If he could hire an excavator he could do the finishing with a hire charge of £125.

As proposed by Cllr R Mooney and seconded by Cllr B Hester it was **RESOLVED**

**That an excavator could be hired to carry out the necessary work at Spa Common**

##### **(c) Electric cordless power tools**

He gave details of electric cordless power tools which he wished to be included in the precept. The power tools are light weight, low noise, have economical running costs and very low

vibration some of which are health and safety considerations. Details were given on the chargers and batteries, and how the tools operated.

It was agreed that his proposal should be put forward into the Precept.

**(d) Electrical work at Pavilion**

He reported that the electrical work had been carried out with only some minor repairs on the ring main to be done.

**(e) Tree thinning at Trackside**

He reported that the tree thinning needed to be carried out and could he obtain quotes for this to be done. All present agreed that he could do this.

**(f) Update on vehicle compound**

He said that he had one quote for the base, road widening, and gates but this was not conclusive. It was agreed that he should contact NNDC, NCC, and a larger contractor.

**16. NORTH WALSHAM PLAY**

Matt Smith gave the following update :

**(a) Memorial Park**

He reported a hold up as some of the parts were arriving from abroad and the work had stopped. These parts were arriving on 10 October 2018 when work would resume. Due to the delay in completion of the works by way of compensation the contractor would allow a reduction off of the next bill placed with them.

He was still investigating details and costs of a small sign.

**(b) Trackside Park**

He produced outline plans for the play area at Trackside aimed specifically at 10/14 year olds and the workout area in the park. Quotes for the equipment and work, and certificate from the contractor were produced. After discussion he wished to know “whether he could now go to the public” which the Chair and all present agreed to.

**17. ANY OTHER BUSINESS**

- Mr D Gilbert produced a photo of some bollards to be considered for the Memorial Gardens.
- The completed Events Form for the Firework display on 4 November 2018 was produced. The Chair reported he had read the same, all was in order and agreed that the Event could take place. Members were advised that there was a bar for which a TENS licence had been applied for, risk assessments carried out and all requirements satisfied. All members agreed with the details as per the Events Form that it could go ahead.

The next meeting would take place on 13 November 2018

Meeting closed : 20.15

