

**Minutes of the meeting of the Playing fields, Allotments and Amenities Committee held on  
Tuesday 29<sup>th</sup> June 2021 at 7pm Via Zoom**

Meetings are being held under The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 for the purpose of transacting the following business.

**Present:** Cllr D King– Chair of the Committee  
Cllr U Franklin  
Cllr S Gurney  
Cllr K Avenell  
Cllr Douglass  
Cllr Diffey  
N Carver – Clerk  
2 members of the public

The Chairman welcomed members of the committee and members of the public the meeting was opened at 7pm.

**1. Nominations for and Election of Chairman**

It was **AGREED** at Full council for Cllr King to continue as Chair of the Committee, Cllr King confirmed acceptance

**2. Nominations for and Election of Vice Chairman**

Cllr Gurney nominated Cllr Avenell for Vice Chairman, Cllr Avenell **ACCEPTED** it was **AGREED** by all

**3. Apologies and acceptance for absence**

There were no apologies received all committee were in attendance.

**4. Declarations of Interest and Dispensations**

Cllr Gurney declared interest in Agenda item 5, Community Apiary.

**5. To Approve the Minutes of the Meeting 25<sup>th</sup> March 2021**

The Minutes had been circulated from the meeting of 29<sup>th</sup> April 2021, Cllr King proposed to accept the minutes. It was

**RESOLVED TO ADOPT THE MINUTES**

**6. Public Participation**

Two members of HAHA attended the meeting. Mark Vincent Vice Chairman of the group had emailed the clerk regarding a number of items raised at their last committee meeting which had been circulated to the committee under Agenda item 7b. Mr Vincent asked for an update on the following items.

- i) Changing the tap in the toilet block to a push tap. The clerk had had a plumber onsite, who advised that they would not change the tap as it is on a thermostatic controlled boiler. If the tap was changed it would be approx. cost of £250.00. Mr Vincent asked if they could obtain a price the Chair clarified that this must be a formal quote sent to the clerk.

- ii) A member of HAHA had contacted ATC at Norwich Airport, regarding having a burn up day on the allotments with incinerators, they had been advised by ATC that they could do this ensuring the following information is provided; Date, Name of responsible supervisor, contact number incase of emergencies.  
Cllr Gurney spoke with regards to some allotment sites have one incinerator for the whole site, and twice a year hold a Burn Up Day, it would not be for green produce but for dry roots. Cllr Gurney asked for he Clerk to contact the Civil Aviation authority directly to look further into this and ask for agreement in writing.  
It was Proposed from Cllr Gurney, not to pursue further unit full clarification has been received, this was **AGREED** by all.
- iii) Mr Vincent provided the clerk with information on an alternative post for access to the newer allotments, this had costing of £1000, Cllr gurney suggested a post with a higher lock, which may be a cheaper option. The clerk to look into this further.  
Cllr Gurney updated the two committee members with regards to the Apiary and that the kit for the bees is kept in the back of a vehicle, access to the site is needed due to the weight and they are transporting livestock. HAHA are happy supporting this.

### 7. Bush Road Allotments

- a) A written report was previously circulated on Deer at the allotment site. With no further questions the report was **NOTED**.
- b) Correspondence from HAHA was previously circulated including the response sent by the clerk. With no further questions the report was **NOTED**.
- c) A written report was previously circulated on the water leak at the allotment site on Bush Road. The clerk confirmed the officers will continue to monitor this until October where it will be brought back to committee. With no further questions the report was **NOTED**.
- d) It was noted the new date 31<sup>st</sup> July was set by HAHA for their Summer BBQ. Cllr Gurney and Cllr King confirmed they would be attending any other councillors wishing to attend to contact the Clerk.

### 8. Recreation Ground

- a) The committee received a written report on youth area, the report along with the findings from the consultation were discussed. It was Proposed by Cllr King and seconded by Cllr Gurney to purchase a youth shelter and nest swing for the Youth totaling Approx. £12,000. It was **AGREED** by all  
Cllr King proposed to allocate the EMR 320 £7490 towards the cost of the equipment. As there would be a shortfall, Cllr King proposed moving £7000 from EMR 328 to EMR 320 and £10,000 of EMR 347 to EMR 320. It was seconded by Cllr Gurney and  
**RESOLVED TO PUT TO COUNCIL FOR APPROVAL**
- b) A report to consider replacement benches on the recreation ground with family picnic benches was previously circulated. It was **AGREED** to look at this is the next budget meeting for PA&A

### 9. Mountfield Park

- a) The committee discussed the cutting of areas at Mountfield Park, and confirmed for grounds to continue to cut the site as scheduled and once the wildflower area has reseeded a path can be cut in place.
- b) The council considered looking at a Friends of Mountfield Park group following a parishioner request. The committee asked the clerk to contact the resident and ask for a meeting to discuss further.

### 10. Remembrance Rose

A report was previously circulated to update the council on the purchase of a Royal Rose in remembrance of the Late Duke of Edinburgh. The report was **NOTED**.  
Cllr Gurney proposed a rose is also purchased for Sir Captain Tom, this was seconded by Cllr King and it was **AGREED by all**

**11. Tree Maintenance**

It was **AGREED** to appoint MJ Tree Surgeon to carry out the yearly tree inspection

**12. Exchange of Information**

No further information exchanged.

**13. To confirm the date, time and venue of the next meeting**

The next meeting of the committee will be on 7<sup>th</sup> September 2021 at 7pm and 19<sup>th</sup> October 2021 7pm

**MEETING CLOSED AT 09:25pm**

DRAFT