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Minutes of the meeting of the Playing Fields Amenities &
Allotments Committee held on
Tuesday 25 June 2019 at 6.00pm in
The Council Chamber, Diamond Jubilee Lodge, Hellesdon

PRESENT:

Cllr D King (Chairman)

Cllr D Attenborough

Cllr K Avenell

Cllr U Franklin

Cllr M Fulcher

Cllr S Prutton

Mrs M Anderson-Dungar – Locum Clerk

The Chairman welcomed Members and 1 member of the public.

1. Apologies and acceptance for absence

None.

2. Declarations of Interest and Dispensations

No declarations were made and no requests for dispensations were received

3. Public Participation

A resident addressed the meeting with his concerns about the park being open 24/7, particularly on medical grounds as it was too far away from a defibrillator. He reiterated earlier advice from the Police to the Council that the gates should be locked overnight.

The Chairman responded with a summary of the verbal abuse suffered by staff, and the actions being taken by the parish council, including a body worn camera, which would provide evidence for the Police. With regard to the defibrillator, the Chairman advised that when the gates were locked there was no access and sometimes the defibrillator had been utilised without the council's knowledge. The resident advised that a further defibrillator was to be installed at The Chestnut Tree public house.

Opening/closing of gates in general was an agenda item for this meeting, which included the timing of dusk in conjunction with the use of the community centre. On occasions access had been gained despite the gates being locked. The resident was thanked for his comments, particularly related to the defibrillator, as leaving the gates open could put the council in a difficult position.

Reference was made to other parishes where parks were not locked. The prime concern was for safety of people, in particular staff, and the CCTV system at HPC was very effective. All comments made would be taken into account during discussion of

this item later on the agenda. The resident was encouraged to learn that HPC placed staff safety so high on its agenda. Police coverage would improve as there would soon be a dedicated Beat Manager in place for Hellesdon.

4. Minutes of the Meeting held on 19 February 2019

Following an Amendment to reflect Cllr Fulcher's abstention on the vote regarding the commemorative benches, and the correction of some typographical errors, it was

RESOLVED TO ADOPT THE MINUTES AS AMENDED

5. Financial Report

Attention was drawn to the list of Earmarked Reserves circulated with the agenda. Play equipment was on hold currently due to the Sport England requirements related to the football pitches. It was suggested that a sum of £50,000 would be needed for the project, and it would be better to wait for the next amount of CIL funding. It was confirmed that the replacement Mountfield Park seat was funded from reserves.

6. General Matters

6.1 Allotment update report

The Project Officer was commended on her report. A detailed and wide-ranging discussion ensued on the setting of plot fees for the next year, having regard to the recommendation from the office to maintain the current fees of £45 and £22.50 for full and half plots respectively, and the very large water bill. 3 options were put forward:

- A proposal to reduce the plot fee by £10 to £35 with £20 added for water, making an all-inclusive fee of £55 with half plots at £17.50 plus £10 was not seconded.
- The Chairman's proposal of £41.25 plot fee (to give parity with Norwich City Council) plus £20 for water, total fee of £61.25 for a full plot and £20.65 plus £10 for water, total £30.65 was seconded by Cllr Franklin.
- The status quo as recommended by the Office plus £20 and £10 for water (full and half plots respectively, was not seconded.

A vote took place on the proposal that was seconded, and it was

RESOLVED BY MAJORITY VOTE WITH ONE ABSTENTION TO SET FEES OF £41.25 (FULL PLOT), PLUS £20 FOR WATER, TOTAL £61.25, AND £20.65 (HALF PLOT) PLUS £10 FOR WATER, TOTAL £30. 65

The very large water bill of £5117.83 was discussed, and on the Chairman's proposal, seconded by Cllr Fulcher, it was

RESOLVED TO PAY THE INVOICE IMMEDIATELY, IN FULL

The date for the Best Kept Allotment Competition was agreed as Monday 15 July 2019 at 10:30.

Cllr Franklin left the meeting at this point

6.2 Bus Shelter report and future Parish Partnership funding

Following confirmation that Queensbury had gone out of business, alternative quotes were obtained for similar shelters. It was difficult to make a decision without photographs of the various styles, and it was **agreed** that these should be obtained for the forthcoming Full Council meeting. It was suggested that applications could be made to the Parish Partnerships fund for contributions towards replacement bus shelters, and wig-wag signs near Heather Avenue First School; costings to be obtained from Westcotec.

The meeting adjourned at 7.15p.m. for 10 minutes, and re-convened at 7.35p.m.

6.2a Election of Vice-Chairman

The Chairman proposed Cllr Fulcher, who accepted the nomination, seconded by Cllr Avenell, and **AGREED**.

6.3 Grounds Update Report

The proposal for the purchase of a shredder was discussed at length, but it was concluded that it would not be economically viable and therefore not a prudent use of CIL or s.106 funding; rent as and when the demand was there, with virements from other budget headings if extra skips were needed. It was therefore

RESOLVED NOT TO PURCHASE A SHREDDER IN THE CURRENT FINANCIAL YEAR

It was **noted** for future discussion that the tractor and hedge cutter lease would expire on 28 September 2022, at which time the equipment would need to be returned, and then replaced.

It was also **noted** that it would be possible to keep the Wessex Mower at the end of the agreement in 2022 upon payment of an extra £100.

6.4 New Annual Tree Survey Report

The report was discussed at length, whereupon it was proposed by the Chairman seconded by Cllr Fulcher and

RESOLVED TO SUSPEND STANDING ORDERS AND ENGAGE A T COOMBES TO CONDUCT A TREE SURVEY, WITHOUT ANY GUARANTEE OF TREE SURGERY WORK, FOR LINKING TO A TENDER PROCESS FOR ANY NECESSARY WORK

6.5 Parks and Playgrounds Report

The report was discussed in detail, and it was **agreed** to research with the FA the rules surrounding the re-location of a football pitch within the same site. This would allow for integration of the two play areas, releasing space for a future extension to the Community Centre.

The basket swing in the under 9's play area was basically condemned by ROSPA with other equipment reaching the end of its useful life; the written report from ROSPA was awaited.

CIL funding would cover replacement costs of play equipment, but there was opinion that this should be used for new rather than replacement equipment. Meadow Way will need an upgrade at some point. Outdoor table tennis tables would be a good addition as and when more were available through Broadland District Council

6.6 Skate Park repainting Update Report

There were mixed views on painting; in particular from ROSPA that the concrete should not have been painted at all, neither should actual skating areas. A design competition was suggested for "graffiti" on the back and sides, but it was concluded that no action should be taken until the ROSPA report had arrived.

6.7 Sports Report

The report and charges were discussed, and the following

RESOLVED

- **NETBALL – ASK IF THE USERS WOULD LIKE TO BOOK BY THE HALF HOUR INSTEAD OF AN HOUR**
- **FOOTBALL – SEASON FOR JUNIORS – A TOKEN INCREASE TO £155
ADULT SEASON INCREASE TO £795
THE ADULT TEAMS WOULD ABSORB THE LOSS OF A GREATER INCREASE FOR THE JUNIORS – THIS WAS ON THE BASIS THAT THE COUNCIL WISHED TO ENCOURAGE YOUNGSTERS TO TAKE PART IN SPORT**
- **FOOTBALL EVENT – AGREED IN PRINCIPLE; ROBERT REEVE (CHAIR OF HELLESDON FOOTBALL CLUB) TO BE ASKED TO GIVE A PRESENTATION AT THE NEXT MEETING**

6.8 Update on Green Grid Report

Cllr Fulcher updated the meeting with information tabled on the processes for implementing the green grid. Some steps could be taken in parallel, and budget allocation would be needed, particularly for a perpetuity fund. Ideas for funding could be explored and developed in the background between committee meetings, with regular reports to Full Council Meetings. A meeting with Tree Wardens and other specialists was planned for July, and a report would come to a future meeting.

6.9 Opening and Closing of Park Gates

The issue was discussed in some detail, having regard to the comments raised during the public participation earlier. There was a request for sight of the original decision to lock the gates, also opinion that a decision should be deferred pending the success or otherwise of the Body Worn Camera.

7. Exchange of Information

Nothing to report under this item.

8. Date, time and venue of next meeting

The next meeting date would be set upon receipt of the ROSPA report.

The meeting closed at 9.04p.m.