

Swaffham Town Council.

Minutes of the **Open Spaces Committee Meeting** held on **Monday 19th March 2018** at **6.30pm** in the Council Chamber, Town Hall, Swaffham.

Committee Members: Cllr J Skinner (in the chair)
Cllr's R Bartram, B Bowler, C Houghton (from 6.45pm), A Thorp

Councillors: Mr P Darby

Deputy Town Clerk: Mrs C Smith
Admin Assistant: Ms K Furnass

1. Apologies for Absence.

Cllr S Ister – Family commitments
Mr G Edwards – Previous commitment
Mrs S Palmer – Work commitments

2. Declarations of interest.

There were no declarations of interest.

3. Minutes of last meeting

The minutes of 29th January 2018 were agreed by the Committee and signed as a true record by the Chairman.

4. Reports and/ or issues relating to the following –

a) Recreation Ground:

Maintenance Report from the Deputy Clerk -

1. The remedial surface work on the under 8's will be done as soon as weather permits.
2. The parts for the adult gym equipment should be arriving in about 4 weeks' time.
It was questioned why did we not use local firms for the repairs? The Deputy Clerk reported that the Council had where possible. The Deputy Clerk was asked to email the costs for the repairs to the Committee.
3. Akers are currently undertaking work identified by the tree surgeon, Coombes, and during this has highlighted further works. In Akers report where trees have been highlighted for felling two options have been put forward for the roots 1. To ground out. 2. To carve out a seat. A quote has been given for these works.
There is currently no policy for replacing trees. The Committee are asked for their views on replacing trees and were also informed that there is currently no budget for this.

During discussion's the Deputy Clerk was asked to research what grants may be available from BDC or NCC for replacing trees and also asked to confirm that Elm disease was no longer present on the Recreation Ground.

The Deputy Clerk has emailed Coombes for confirmation that the trees do need to be felled. If this is agreed the Committee were asked for a decision on a) Permission to accept the quote and go ahead with the works. b) To decide which option they preferred for the stumps. c) Whether they wanted to replace any trees.

During discussions it was proposed:

- a) that if the report from Coombes confirmed the works then they would accept the quote from Akers and go ahead with the work.

It was agreed that if Coombs confirmed the works, permission was granted to accept the quote from Akers and to go ahead with the work.

- b) It was proposed to go with option 2. To carve a seat.

It was agreed to go with option 2. To carve a seat.

- c) It was proposed in principle for the Deputy Clerk to research what grants were available for replacing trees and to bring back to Council.

It was agreed in principle for the Deputy Clerk to research what grants were available for replacing trees and to bring back to Council.

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4. It was agreed at Full Council to put a hold on purchasing CCTV due to the cost. It was suggested to buy some “you are on CCTV” signs to install on the Rec as a deterrent. The Deputy Clerk would cost the signs.

It was agreed to buy “you are on CCTV” signs on the Rec.

b) Allotments

1. Report by SCALGA – There was no report from SCALGA.
2. Management report on the Allotments –
The Annual Allotment Forum is on 22nd March 6.30pm in the chambers.
The Allotment Clean-up Campaign continues to go well.
An update on the occupancy of plots was given.
Due to reported problems on one of the tracks at Tumbler Hill the final 7 tonne of material was delivered to the car park for allotment holders to fill in pot holes.
It had been decided to move some of the planings from the Football Club car park to Shouldham Lane, as there was more work required in this area.
After a brief discussion it was suggested to give the Football Club notice of the intention to remove some of the material.

It was agreed to give the Football Club notice of the intention to remove some of the material.

c) Orford road Playing Field

When confirmation on maintenance responsibilities have been received from Breckland, play area inspections will be arranged. There is need of an urgent review of the play equipment, when we are able to proceed. The new goal posts will also be installed at this time. It was asked that when placing the goal posts the lay of the land needs to be considered, bearing in mind wet weather conditions.

d) The Oaklands

The football posts have arrived and will be fixed in place as soon as the outside team programme the work.

e) Merryweather Road

A previous quote from Brittons to paint & varnish the play equipment has been accepted and work will be completed by the end of April. The final part of the Tesco Grant can then be claimed, with a community event to be held. The Committee are asked to agree a date for the event, with May 23rd, 3.30-5.30pm being suggested.

It was agreed to hold an event May 23rd, 3.30-5.30pm.

f) Cemetery & Churchyard to consider an amendment to the cemetery rules.

Due to a recent problem with sinkage on some graves at the cemetery, in discussions with the gravedigger and stonemason it was highlighted that we needed to specify a time limit on when headstones and kerbs should be laid after an interment, 10 months for headstones and 12 months for kerb stones was agreed as an acceptable time scale. The Committee were asked to consider the amendment.

It was agreed to amend the rules to specify a time limit on when headstones and kerbs should be laid after an interment, 10 months for a headstone and 12 months for a kerb stone.

There will be a need to develop a project later this year in respect of the ‘kissing gates’. These will need to be either removed/relocated or major tree work programmed in, with consideration for disabled access and access for prams and pushchairs taken into account.

It was suggested that this could be something that could be included in the garden project with Icen, but it was too big a decision for the Committee and should be taken to Full Council.

g) Campingland

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It had previously been agreed for a community garden be laid on the Campingland with Icen leading the project. It had also been agreed to purchase a beacon to take part in a lighting ceremony in November to mark the 100th anniversary of the ending of WW1. The Deputy Clerk suggested to hold the ceremony on the Campingland near to the garden and to ask the organisers to plant 90 bulbs to commemorate the 90 people on the war memorial. This was accepted well, and the Town Clerk was asked to contact Icen to start the process.

It was agreed to hold the ceremony on the Campingland near the garden and for the Deputy Clerk to contact Icen to start the process.

Breckland will not be replacing the two trees that have been removed from near the war memorial. It was thought that these could be replaced with two 'there but not there' sculptures, but after a little investigation into material etc it was realised they would not be suitable as they were too lightweight. Did the Committee have any ideas to replace the trees?

During discussions it was suggested that a sculpture would be a good idea. Maybe some sort of arch to go over the bench already in situ. This could incorporate a silhouette of soldiers, poppies and wording. Costs would need to be investigated and sketches drawn up. It was suggested to speak with a local artist who has some expertise with military to make some sketches to put to the Council to consider. It was proposed to explore the project, to get costs and investigate the possibility of any joint project funding with BDC.

It was agreed to explore the project, to get costs and to investigate the possibility of any joint project funding with BDC.

h) The Antighams

No further progress to report.

i) Days Field

There is an Extraordinary meeting scheduled for 20th March 2018, 5.00pm. The Council are closer to making a final decision with the aim to move forward later this year.

j) Land adjacent to Green Britain Centre

The SPA has the option to develop a swimming pool until May next year when the incoming Council will need to review/extend as appropriate. A meeting with BDC will be held in April to explore possible support for funding and advice on how to proceed.

k) The Shambles

There has been a clean up of the area with all the roof tiles being removed. It is hoped the area will stay clear. The Town Clerk is to chase up the Registration of adverse possession with Ward Gethin Archer.

i) Footpaths

The footpath application has been acknowledged by NCC, we have one more notice to serve.

5. Next Meeting

The next meeting will be Monday 14th May 2018.

Meeting Closed at 7.55pm.

Chairman.....

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