

Costessey Town Council



Minutes of the Property & Environment Committee of Costessey Town Council, held Wednesday 18 November 2020 at 7pm via Zoom

Present: Cllrs J Amis (Chair), G Blundell, L Glover, J Knights (substitute for J Flowerdew), S Long, C Mahn, J Newby, P O'Connor & P Williamson (Honorary Volunteer Tree Warden).
H Elias (Town Clerk) N Bailey (Deputy Clerk). Two members of the public.

To receive apologies for absence

PE059/20: Cllrs D Burrill, J Flowerdew & F Carter (other commitments). Apologies were also received from D Henry (Costessey Sports Club) & D Bowles (Buildings Manager)

To receive declarations of interest

PE060/20: None

To confirm and sign the minutes of the last meeting on 26 August 2020

PE061/20: Resolved to receive the minutes of the meeting held on 26 August 2020. It was noted that the minutes had already been approved by Full Council.

To discuss Greenhills Woods replanting scheme and seating requirements

PE062/20: The restocking conditions are part of a Forestry Commission Felling Licence and were agreed in 2016 before felling commenced. South Norfolk Tree Wardens had developed a plan and were ready to commence replanting in December. The order comprising 1,100 mixed broadleaves will be planted in zones, taking into consideration all aspect of the site. Two 4.5-metre-wide footpaths will cross the centre of the 0.99-hectare clearing, as Public Rights of Way through the woodland. These will be lined with oak trees and two small pockets will be lined with hazel and have benches. A replacement memorial bench was required in memory of the late Christopher Vince and the existing glade required new benches as well. Bussey's Cars were funding the trees. CTC will cover the cost of the guards and volunteer expenses.

To finalise the play equipment brief and improvements at Breckland Park

PE063/20: Following a September site visit by members, a play equipment provider had assisted with a brief. The skateboard park was irreparable, so the proposal was to decommission it, utilise the existing H shaped surface with a repair, and to leave the seats and fencing in situation. The fencing would prevent dogs from entering but would limit the size. According to the Play Equipment Adviser the guidance had changed since the 2011 outdoor gym installation at Longwater, and it was recommended that a gym should be at least 25 metres from play equipment. The proposed package of new equipment and surfacing would be advertised by ESPO as part of a procurement framework but was estimated at a similar amount to the £54,216 Section 106 Funds held it was only available for use to 'improve older children's recreational needs', and an outdoor gym was acceptable to SNC who hold the funds. It was noted that the committee had previously considered adding 25% from CTC to the project. An additional £7,022 of Community Infrastructure Levy has been collected this financial year, with previous CIL funds ring-fenced against improvements to Queen's Hills Play Areas after legal transfer. Officers recommended that the older CIL funds be used first, as they will expire, but the amount set against Queen's Hills Play Areas remain the same.
Recommended to Full Council that all aspects of the proposed improvements at Breckland Park be progressed to procurement.

To consider request from Costessey Sports for parking on the MUGA at Longwater

PE064/20: The facility was not designed for vehicles and was only used on the annual fete days for long-stay parking. It was a recreational facility not car parking. Heavy use will destroy the surfacing.
Recommended to Full Council that the MUGA not be used for parking with the exception of long stay at the annual fete.

To consider new ideas eligible for the South Norfolk Council Community Action Fund

PE065/20: The fund was SNC Member Led and District Cllr S Blundell was happy to support a bid for a new piece of equipment at Longwater called a Sona Arch. The fund will open in the new year with a published closing date for applications in February. An application for equipment on CTC managed land will require pre-approval. Cllr G Blundell presented the idea which had wider benefits to users of all ages, was maintenance free, and interactive. He screenshared pictures and a video. Electrical work was estimated at £5,000 and the equipment cost iro £38,000. It would be useful to establish if there was a similar installation in a fully accessible public park, rather than a secure leisure area with paid for entry. Cllr Newby introduced the concept of a Sensory Garden which could vary in size and cost. He felt that £2,000 would go a long way in providing a good facility and potential locations were considered as follows: Costessey Cemetery, Patio at rear of Queen's Hills Community Centre and The Denes on Fairway.

Recommended to Full Council to fully scope both ideas and bring further details back to committee for consideration.

To consider a request from the Army Cadets for permanent signage at the Costessey Centre

PE066/20: A request had previously been agreed in principle by the committee, but the exact location, size and design still required approval. The request was for an aluminium sign 66cm by 90cm on the white rendered wall next to the notice board. A late request from Costessey Sports Club was not considered as it was not on the agenda.

Recommended to Full Council to approve the laminated sign as above.

To consider a location for a Sensory Garden

PE067/20: The item was discussed earlier Min. PE065/20

To consider introducing a policy on the availability of Felled Timber

PE068/20: Common practice was to 'chip' small branches and leave logs in a nearby safe place, as they important to the wildlife habitat. Requests were received from time to time from residents and a policy was required. Timber from Greenhills Woods had recently been sold for £11,500.

Recommended to Full Council that the common practice be supported by a policy.

Replacement equipment

PE069/20: The Chairman of the committee was working closely with the Head Groundsman to source two pieces of equipment urgently required. A £680 grass cutter was available immediately, and a second hand verti-drainer previously owned by a nearby golf course was iro of £6,500 after a £2,000 trade-in.

To confirm the date of the next Property & Environment Committee

PE070/20: TBC but required before Christmas

PE071/20: The meeting finished at 8:50pm

Chairman:

Date: