



Minutes of the Property & Environment Working Group of Costessey Town Council, held on Tuesday 22 June 2021 at 7:30pm via Zoom

Present: Cllrs J Amis (Chairman), M Bedford, G Blundell, D Burrill, L Glover, J Newby, P O'Connor,; N Bailey (Deputy Clerk) D Bowles (Buildings Manager) & L Trabucco (Minutes Secretary). **Observing:** Cllrs J Sealey and S Sizeland. P Williamson (Honorary Tree Warden)

To receive apologies for absence

PE043/21: No apologies. Cllr Alam's apologies was received via email on the evening of the committee meeting.

To receive declarations of interest

PE044/21: Cllr Blundell declared an 'other' interest in Queen's Hills.

To sign the minutes of the previous meeting held on 25 May 2021

PE045/21: Noted that the minutes had already been received by Full Council on 8 June 2021.
RESOLVED to approve the minutes of the meeting held on 25 May 2021 with no amendments.

To receive an update on the previous meetings

PE046/21: The local County Highways Engineer had been contacted to see if the bee corridors and wildflower verges were feasible in certain places. Norwich City Council had been contacted with regards to the Oval Road Roundabout and the proposed suggestions had been put forward. Gates had been installed at Greenhills Woods and Gunton Lane. Costessey Sports Club had installed the new sign at the entrance to The Costessey Centre on Longwater Lane. The Head Groundsman had repaired the Longwater Grounds Nest Swing. Overnight the zip wire seat at Longwater had been stolen and reported to the police.

To receive correspondence from the Environment Agency re: River Tud Banks Gunton Lane

PE047/21: The Environmental Agency preference is to see fauna and flora rather than the hard bank protection such as gabion baskets of stones. Soft bank engineered techniques designed and installed properly can offer very good levels of bank protection and stabilisation that are generally more in keeping with the natural environment. Such techniques are also generally easier to maintain and repair if necessary. By comparison hard bank protection (gabion) is often more expensive to purchase, transport and install. Whilst often considered more durable it can become hazardous and particularly difficult to maintain if it becomes damaged. For both types of works there would be an application process prior to any work starting. Due to the scale or types of works mentioned both would have an application fee starting at around £968.00. There might be additional activities to be charged for and approval was required for permanent works.

PE048/21: The Chairman asked to check when the works could start, and to consider commencing during the dry weather. **ACTION: Deputy Clerk**

PE049/21: A suggestion was made for a 'soft bank approach' which would allow dogs to clamber in and out of the river, and to add a stabilising mesh which allowed plants and roots to grow through, adding gabions only to areas where there is a high flow. A small group of Councillors (Cllrs Burrill, Glover and O'Connor) volunteered to make a site visit to the riverbanks at Gunton Lane and report back with more details around options. **ACTION: Cllrs Burrill, Glover & O'Connor**

To consider a quote for a replacement Groundsman's Trailer

PE050/21: A quote had been circulated for an Ifor Williams Trailer. The cost after the £1,000 trade-in was over the total amount that the Town Clerk or Head Groundsman could spend without consent from the Council. It was agreed that the Tipper Trailer was an essential piece of equipment and that the Head Groundsman had always worked hard to get a good deal on purchases like this.

RECOMMENDED to Full Council to purchase the Ifor Williams Trailer at £3,450 net after trade-in of £1,000. ACTION: Head Groundsman

To consider options for Christmas Lighting following a site feasibility visit

PE051/21: After a tour of the sites with the Council's Streetlight Contractor a quote was received which included all the elements requested, but did not include the price of trees. Sponsorship could cover the cost of the trees. Lights along the fence at Longwater Lane were not supported, but Christmas images projected onto the white rendered Costessey Centre wall could be a low-cost option. The quote was a reasonable cost considering the longevity over a 10-year span. The grass area to the west of the Costessey Library could be a viable location for a tree. The concept was supported. **Revise requirements as above and seek quotes. ACTION: Deputy Clerk**

D Bowles (Building Manager) to check if a tree could be placed safely on the piece of ground to the side of the Breckand Road side of the library. ACTION: Building Manager

To receive a draft Sensory Garden design for the Denes Open Space, Fairway, Queens's Hills

PE052/21: A draft design as an early interpretation was disappointing. Ideas suggested were to have a pathway with raised flowerbeds with something natural going over the paths and adding shade from fruit trees along the path. To keep the boundaries of the design within a 2 m area either side so it would not be so close to neighbouring properties. A comment was raised to arrange a small investigation of the soil in the area should be done before considering the design. A small focus group of Councillors and residents, together with Pauline Williamson (Honorary Tree Warden), should be formalised to help with the design of the Sensory Garden area. **Deputy Clerk to add a message on Facebook to cascade out to the community and see if local residents of the area are willing to get involved and help. ACTION: Deputy Clerk**

To consider a quote for 20 replacement Street Light Columns

PE053/21: In May 2019 CTC took on 189 streetlights and received a grant to replace around half of the columns. The current contractor has a 3-year contract for maintenance and emergency call outs. A competitive tender had taken place in 2019 for the capital programme of replacement, and the next batch of columns rated as 'amber' needed replacing. Over the last two years CTC had built up earmarked reserves to cover the costs estimated at £1,185 plus VAT per column. Another column required replacement following a road traffic incident on Tower Close and would be subject to an insurance claim.

RECOMMENDED to Full council to contract TT Jones Ltd to replace 20 Street Light Columns at £1,185 plus VAT per column – Total £23,700 plus VAT

To receive an update on the Queen's Hills Play Area Transfers

PE054/21: An independent inspection before legal handover of the equipment was vital. Any repair identified would be the responsibility of South Norfolk Council. It was noted that South Norfolk Council repaired some items last month, but upkeep of the Denes was unsatisfactory. A request had been made to South Norfolk Council to repair the fencing on the play area at Poethlyn Drive. A safety concern had been highlighted and needed to be actioned before legal transfer, although SNC were not of the same opinion. **ACTION: Deputy Clerk**

PE055/21: Cllr Glover had to leave at 8.20pm

RECOMMENDED to Full Council that an independent inspection and joint site visit be conducted to identify CTC requirements before handover.

To consider best use of the allocated CIL money for Queen's Hills Play Areas (Cllr Blundell)

PE057/21: After discussion it was recommended to enhance one of the current play areas by adding an infant/toddler piece for under 6 years old within a fenced area. A proposal for a Pirate Ship of a similar size to the one installed at Breckland Park in 2015 would be good use of the allocated CIL money of £29,194 agreed in 2019. This new equipment should be installed in the dry season and, if the timeline was missed, consider the instalment in the next spring. There was currently a 5-6 week lead-in required by play equipment providers. **Ideas should be sought from three companies CTC had used before. ACTION: Deputy Clerk**

To receive an update on the new Breckland Play Equipment Project

PE058/21: There were some changes requested to the position of a seat, and the edging around the permanent goal would now have trench edging. There was a small delay to works but it was almost finished and would be ready to open soon. A date had been pencilled in for a mini opening event on Saturday 24 July at 10am (volunteer help welcome) but it would depend on the next Government Restrictions. UEA Trainers would be available to guide users with the use of the outdoor gym equipment and volunteers from AR Krav Maga would display their techniques at no charge. The play equipment providers were contributing.

Breckland Park Trim Trail Replacement

PE059/21: A brief update was given, and several play equipment providers had responded to the brief with ideas. A small focus group could be convened to look at the suggestions. Cllrs Amis, Blundell and O'Connor volunteered to assist the Town Clerk and Deputy Clerk. **ACTION: Cllrs Amis, Blundell and O'Connor, Town Clerk and Deputy Clerk.**

PE060/21: Pauline Williamson & John Newby representing the Friends of the Tud Valley asked for a £250 contribution towards plants for the Sensory Garden at the Costessey Centre. A brief update on the work behind the Sensory Garden / Contemplation Area was given. The £2,000 grant only covered the cost of the three raised flowerbeds and topsoil. It was suggested they should explore other opportunities for funding. **ACTION: Friends of the Tud Valley**

PE061/21: RESOLVED to confirm the date of the next meeting as Tuesday 27th July at 7.30pm

PE062/21: The meeting finished at 9.10pm

Chairman:

Date: