

Minutes of the Executive Meeting of Costessey Town Council held on Tuesday 21 September 2021 at 6.30pm at Costessey Centre, Longwater Lane Costessey NR8 5AH

Present: Cllrs D Burrill (Chairman), J Amis, M Bedford, G Blundell, K Deane, G Dole, S Hannant, G Jones, S Jones, L Glover, P O'Connor, S Sealey and S Sizeland; H Elias (Town Clerk), N Bailey (Deputy Clerk) & L Trabucco (Minutes Secretary)

The Chairman opened the meeting explaining the importance of wearing a mask while in the meeting room, and advised that it would be a preferred option going forward in line with Additional Covid Standing Orders, excluding anyone who was exempt for medical reasons

TO RECEIVE APOLOGIES

338/21: Apologies were received from Cllr I Alam (family commitment), T East (clashing meeting), L Gibbs-Kneller (holiday), T Laidlaw (clashing meeting), J McCloskey (illness), J Newby (other commitment). **RESOLVED to approve the apologies**

TO RECEIVE DECLARATIONS OF INTEREST

339/21: Cllr G Blundell declared an "other" interest in item 3 on the agenda as he knows the sound engineer who had helped set up the sound equipment system as a test for the Town Council meeting on 14 September 2021

TO CONSIDER QUOTES FOR MICROPHONES TO IMPROVE COMMUNICATIONS AT COUNCIL MEETINGS

340/21: Several solutions had been suggested, and another demonstration of equipment was to take place. After much discussion it was suggested, this topic be deferred to the next Full Council meeting

TO CONSIDER A LEASED BROADBAND LINE AT THE COSTESSEY CENTRE TO SUPPORT LIVE STREAMING

341/21: After much discussion it was suggested this topic be deferred to the next Full Council meeting

342/21: Cllr G Blundell asked for his objection to the deferment to be noted

Items 3 & 4 were deferred to the next Full Council meeting on Tuesday 12 October 2021 to allow more time to receive quotes and compare equipment. ACTION: Town Clerk

TO CONSIDER QUOTES FOR PLAY EQUIPMENT AT THREE SITES

343/21: An explanation was given to the background to all three quotes for Breckland Park, Longwater Recreation Ground and Poethlyn Drive, Queen's Hills - The 'Hip Hop Swing' at Longwater was to replace a set of old swings removed recently. The Multi-Play Unit at Breckland Park was to replace the old wooden trim trail and the fully accessible bin lorry at Queen's Hills was to enhance a play area with equipment for under 5s). It was noted that toddler equipment was lacking on Queen's Hills and that only the Eastern play area on Poethlyn Drive had space for additional equipment, without having to fence additional areas. An initial brief for Breckland Park had received four responses and been developed by a small focus group to achieve free of charge items such as benches and bins and discounts of £10,500 for a combined order at Breckland Park and Queen's Hills. The bin lorry was a fully-inclusive piece of equipment suitable for children in wheelchairs. A new footpath would be included at no additional cost. No similar product could be found using online searches and play equipment provider brochures.

344/21: Cllr M Bedford arrived at 6.48pm & Cllr J Sealey arrived at 6.56pm

345/21: Financial Regulations allow for a single quote to be accepted in the case of specific designs, which in this case was recommended by the focus group. The contractor had recently installed equipment satisfactorily and their sub-contractor for wetpour was preferred.

It was noted that the Poethlyn Drive play area was still owned and managed by SNC until legal handover to CTC. A simple agreement drawn up by the Council's legal advisor would be required before installation at Queen's Hills. South Norfolk Council were supportive of the proposal.

RESOLVED to utilise the provisions under Financial Regulation no 11.1 relating to contracts with regard to a single quote, due to the equipment being the only fully accessible piece available, and to instruct Proludic to install equipment at Breckland Park and Poethlyn Drive, subject to the legal agreement with South Norfolk Council for the equipment on Poethlyn Drive.

RESOLVED to purchase the hip-hop swing for Longwater Grounds

TO CONSIDER A BUDGET FOR THE FETE TO BE HELD ON FRIDAY 3RD & SATURDAY 4TH JUNE 2022

346/21: Min: 325/21: This had not been on the previous meeting's agenda and Cllr G Blundell provided quotes to explain the reason for requesting such an increase in the budget for the Fete 2022.

RESOLVED that the fete budget difference remain at £3,000 and that an extra £2,500 be added to cover the Spitfire and Hurricane exhibits. ACTION: Town Clerk

TO RECEIVE INFORMATION ON SPONSORSHIP FOR CHRISTMAS TREES AT THREE SITES

347/21: A brief background explanation was given, and an option was shown prior to the meeting to consider having a pre-lit artificial tree of 6 metres that could be put together in 5 parts, instead of ordering a real tree. It was more environmentally friendly and could be re-used for years to come. The electrical work was one-off and one of the sponsors TT Jones Ltd would include labour costs and had access to a cherry picker. A comment was made to propose the tree option for the Costessey Centre and Queen's Hill Community Centre. Breckland Hall required consent from Norfolk County Council to attach an electrical cable to the library. Other options to add lights to the outside of Breckland Hall would not require NCC consent and can be explored if necessary. Switch on events can be arranged. **ACTION: Deputy Clerk**

RESOLVED to accept the sponsorship terms, and purchase two pre-lit 6m artificial trees at £400 each which would be sponsored by TT Jones Ltd and Russen and Hill.

RESOLVED to delegate a similar alternative at Breckland Hall to officers

348/21: The date of the next Full Council meeting was confirmed as Tuesday 12 October 2021 at 7:30pm in person

349/21: RESOLVED TO EXCLUDE THE PRESS AND PUBLIC FROM THE MEETING UNDER THE PUBLIC BODIES (ADMISSIONS TO MEETINGS) ACT 1960 on the grounds that it was not in the public interest to disclose discussion on the items below due to the discussions relating to legal issues.

No member of the public was present

***THE FOLLOWING ITEMS WERE HEARD IN CONFIDENCE / BELOW THE LINE**

***TO RECEIVE A PROGRESS REPORT ON LODGE FARM RECREATIONAL AREAS**

350/21: Background notes with map were provided ahead of the meeting and a brief explanation was given. Taylor Wimpey was keen to give CTC the option to take on land south of Long Lane with a Commuted Sum. This would mean the CTC would own and manage not just the community facility and associated car park, but the open spaces, football pitches and allotments. Comments were made to help improve the area and ideas were taken into consideration. After discussion a proposal was made to continue with the negotiation on behalf of the local community of Lodge Farm. Residents of The Hampdens would not have to pay service charges to Greenbelt for areas owned and managed by CTC.

RESOLVED to continue negotiations with Taylor Wimpey over land ownership.

351/21: The meeting finished at 8.02pm

Chair:

Date: