



## Minutes of the Property & Environment Working Group of Costessey Town Council, held on Tuesday 28 September 2021 at 7:30pm via Zoom

**Present:** Cllrs J Amis (Chairman), M Bedford, G Blundell, L Glover, P O'Connor; N Bailey (Deputy Clerk), D Bowles (Office Manager) & L Trabucco (Minutes Secretary). Three members of the public: Two presenters from Wonky Wheels and the Treasurer of Costessey Sports Club

### **To receive apologies for absence**

**PE087/21:** Apologies were accepted from Cllr D Burrill and J Newby (clashing commitment).

### **To receive declarations of interest**

**PE088/21:** None

### **To sign the minutes of the previous meeting held on 27 July 2021**

**PE089/21:** RESOLVED to approve the minutes as a true record with no amendment.

### **To receive an update on the previous meetings**

**PE090/21:** *Min: PE068/21: Privacy curtains at QH Dinneen Hall:* An update was given. After much investigation it was suggested that having a dark frosted film at the bottom windows combined with curtains would be the best option. A third quote was due and would be available for the next meeting. **ACTION: Buildings Manager**

**PE091/21:** *Min: PE052/21: Sensory Garden design for the Denes Open Space, Fairway, Queens's Hills:* Pauline Williamson (Honorary Tree Warden) together with the Deputy Clerk to meet on 1 October 2021 at 4pm to discuss further and will report to the next meeting. All welcome, **ACTION: Deputy Clerk**

**PE092/21:** *Min: PE072/21: to consider installing an outdoor tap with lockable box at the CC:* The Head Groundsman will install the outdoor tap. **ACTION: Head Groundsman**

**PE093/21:** *Min: PE084/21: Bus shelter repairs:* These had been completed earlier this month at the two shelters opposite the Roundwell Medical Centre.

**PE094/21:** Russell Marling from Wonky Wheels joined the meeting at 7.40pm

### **Presentation: Wonky Wheels Community Bike Check/Fix Session.**

**PE095/21:** Richard Neil and Russell Marling from Wonky Wheels gave a verbal presentation of what the theme behind the idea was. It helped promote safety whilst riding bikes and is environmentally friendly and good exercise. A question was raised as to the length of this event and what would be involved. It was explained that a gazebo would be put up and that volunteers from Wonky Wheels would manage the event and clear up. Three events (one at each community facility) could take place from 10am to 2pm on a working day. **ACTION: Deputy Clerk**

**PE096/21:** Russell Marling and Richard Neil left the meeting at 7.46pm

### **To receive an update on parking arrangements at the Costessey Centre**

**PE097/21:** The Buildings Manager gave a brief explanation and an example of a recent situation over the weekend where parking exceeded the spaces available and the MUGA had to be used temporarily to accommodate vehicles. Options were discussed and it was suggested that Costessey Sports Club could promote a car share option for their members and to liaise with the Buildings Manager in the event of a multiple hire booking at the Costessey Centre.

**Proposal to review this option over October and give an update at the next meeting. ACTION: Buildings Officer**

**PE098/21:** Alastair Kerridge left the meeting at 8.07pm

**To review the Byelaws for Costessey Grounds**

**PE099/21:** Some background explanation was given and byelaws from 1993 were circulated with a legal note received from Norfolk ALC. An approach could be to establish a small focus group and develop some Ground Rules going forward. These could be included on signs and assist with awareness and enforcement. **ACTION: Deputy Clerk to send a message to seek volunteers for a focus group.**

**To discuss ideas for the 2022/23 Parish Partnership Bid**

**PE100/21:** Norfolk County Council gives Town & Parish Councils an annual opportunity for match funding local highway improvements. Two ideas came forward -

1, Trod along Taverham Lane running from the West End/Ringland Lane junction. It could link up with the Anglia Water project for walks around the lakes.

2, West End (south side) footpath near Parklands.

County Cllr S Blundell can also arrange for a member-led contribution. Bids had to be supported by the local Highway Engineer. **ACTION: Deputy Clerk to progress feasibility of both ideas**

**PE101/21: The next meeting was confirmed as Tuesday 23 November 2021**

**PE102/21:** The meeting finished at 8.43pm

**Chairman:**

**Date:**