

DRAYTON PARISH COUNCIL

OPEN SPACES & PROPERTY COMMITTEE MEETING MINUTES

Held on **Wednesday 29th November 2023**, 7:00pm at **The Bowls Club**, King George V Playing Field Pavilion, Drayton High Road, Drayton, Norwich, NR8 6AW.

In attendance: Cllrs J. Anderson, C. Brown, G. Everett.

Parish Clerk: ***Sarah Hawken***

In the absence of Cllr A Crotch, the members present unanimously voted Cllr G Everett to be Chairman of this meeting.

1. Apologies and consideration of acceptance for absence.

Apologies were received and APPROVED from Cllrs A Crotch and N Quinsey.

2. Members' declaration of interest and requests for dispensations.

None.

3. To approve minutes of Committee meeting held on 28th September 2023.

The minutes were received and APPROVED by the committee.

4. To allow public participation in accordance with Standing Orders.

One member of the public attended with interest to item 9. She informed the members that the Environment and Highways Committee had agreed to plant 7 trees at FCMP. These trees would be more substantial trees rather than smaller whips. The member of the public said she would like to work jointly with the committee regarding the improvements to FCMP.

5. To consider matters for discussion and decision concerning finances.

5.1. Review expenditure for 2023/24. The Committee reviewed the expenditure with no comments.

6. To receive updates on Committee matters arising from previous meetings:

6.1. Update on Tree Works at Longdale. Works will continue to prune the trees to the northern fence line in keeping with the requests made by residents.

6.2. Update on the building valuation and survey for the Bowls Club. This has been arranged through Sedgewick International UK for completion in the new year.

6.3. Update on play equipment re-paint by Godstone Decorators Ltd. This will be completed in February/March 2024 in time for Spring.

6.4. Update from Drayton Youth Football Club. DYFC are keen to work with the Parish Council with respect to future management of the 3G pitch, as well as expanding their club to include more teams at both Longdale and King George V playing fields. A closed meeting has been arranged for 10th January 2024 between DYFC, the Clerk and Open Spaces and Property Committee members.

7. To consider matters for discussion and decision concerning Longdale:

7.1 Consider options for application to the Pride in Place Community Grant scheme.

The committee AGREED to give delegated authority to the Clerk to apply for a grant to improve the carpark at Longdale. The members discussed that the Clerk should work on the

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previous plan for the carpark to refurbish the southern side where the grass matting has deteriorated, as well as removing the central semi-circle grass areas, replacing with tarmac or similar.

The Committee also noted that the grant could provide future benefit for Pavilion improvements at Longdale.

7.2. To consider options to improve the pitch quality at Longdale and approve budget for recommendation to Council.

The committee discussed the options for improvement works; Option 1. Purchase machinery to carry out works. Option 2. Enter into a 6-year refurbishment programme with Norfolk FA. Option 3. Continue with current maintenance schedule and do nothing further. The committee agreed that Option 2 would provide the best overall outcome for the quality of the pitches and would provide the best support to local clubs who pay to use the pitches. The committee agreed the requirement for an Earmarked Reserve for option 2, with £5000 per annum required, starting from April 2024, with the last payment April 2029 to help fund the programme over the 6-year period.

The Committee proposed to follow Option 2 to enter into a programme of ongoing maintenance and submit an application to Norfolk FA. The proposal was unanimously approved.

8. To consider matters for discussion and decision concerning King George V Playing Field:

8.1. To consider options for the purchase of wheeled goals.

The Committee AGREED to submit as application to Norfolk FA for funding for the goals, up to a maximum contribution of £5135 from the Council, pending Council approval.

8.2. To consider options for the Bowls Club lease renewal for November 2024.

Defer to the January Parish Council Meeting. A closed meeting with the Chairman and Treasurer of the Bowls Club has been arranged for the 5th December 2023.

8.3. To approve delegated authority to meet with the Broadland District Council Community Infrastructure Officer with respect to S106 funds available for future projects.

The Committee APPROVED delegated authority to the Clerk, Chairman Cllr A Crotch and Cllr G Everett to discuss funds available.

8.4. To consider next steps for King George V Pavilion project.

The Committee discussed the progress of the project to date and requested the Clerk provides a summary report on progress to date. The members discussed the estimated costs of refurbishment versus re-build and decided that the monetary spend would be better used refurbishing the existing building, rather than a full re-build. This would allow other funds to be spent elsewhere on other projects within the Parish.

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The AGREED to recommend to Council that the Pavilion is refurbished at the December 2023 Parish Council Meeting.

The Committee AGREED that the project needs to be discussed as a one item agenda through a series of additional OSP committee meetings as required.

8.5. To approve the use of King George V Playing Field for the 80th Anniversary of D-Day Celebration 6th – 8th June 2024.

The Committee APPROVED the use of the King George V Playing Field for the D-Day celebrations.

8.6. To consider bench options for inside the play area.

The Committee agreed to purchase a heavy duty picnic table for £722.30 +VAT from realise Futures to be positioned within the play area perimeter King George V Playing Field.

9. To consider matters for discussion and decision concerning Florence Carter Memorial Park (FCMP):

9.1 To agree the planting plan and budget, and note the Environment and Highways Committee tree planting.

The committee discussed FCMP and noted that the paths surrounding the beds to the Pond Lane side of FCMP need to be removed and replaced with edging. The Clerk is requested to investigate options for this.

The Committee AGREED to recommend to Council a maximum spend of £5240 on shrubs for planting at FCMP.

The Committee AGREED to pass delegated authority to the Environment and Highways Committee Chair, Assistant Clerk and contractor to continue with the planting and tree plan for FCMP.

9.2 To agree the use of old tree stumps to be used as seating as proposed by the Environment and Highways Committee.

The Committee AGREED the use of the old tree stumps for seating.

10. Matters to consider for next agenda.

Nets to protect the cars parked at KGV during cricket season.

11. **Date and time of next Committee meeting** 18th January 2024.

Meeting closed 8.30pm

Signed:

Chair of the Committee (delegated)