# Brundall Parish Council Land Management Committee

Minutes of a Meeting Held on 22nd July 2021 at 19:15 in the Memorial Hall Lounge

|  |  |  |
| --- | --- | --- |
| **Present:** Cllr Graham Abbott (Chairman), Cllr Gill Buckley, Cllr Andrew Bonham  Parish Clerks: S Smyth, C Dickson  Member(s) of Land Management groups: Rob Aram, Sarah Sloan, Richard Farley  Also present: 2 representatives from Blofield Parish Council and Friends of Marty’s Marsh | | |
|  | *Details* | *Action* |
| **LM-0362** | **Apologies for Absence**  Cllr Mike Savory, Cllr John Warne, Cllr Lawrence Britt |  |
| **LM-0363** | **Declarations of Disclosable (DPI) or Non-Disclosable Pecuniary Interests (NDPI)**  None received. |  |
| **LM-0364** | **Minutes of the Meeting 13th May 2021**  The minutes were **approved** as accurate. |  |
| **LM-0365** | **Matters Arising**  **LM-0350** - grass contractor - on agenda  **LM-0350** - Pastures grass area for rewilding - on agenda  **LM-0353** - Shard access - on agenda  **LM-0354** - contact Blofield PC re Friendship bridge - completed, on agenda  **LM-0356** - Youth Shelter - on agenda  **LM-0356** - disposal of bouncer - on agenda  **LM-0356** - painting of Memorial Hall play equipment - on agenda  **LM-0357** - Low Farm Wood footpath - on agenda  **LM-0359** - dip tanks - on agenda |  |
| **LM-0366** | **Chairman’s Report given by Cllr Abbott**  There are a lot of positive things happening around the village. Some good work is being done at Low Farm Wood. And there are several projects we will considering tonight at Cremer’s and the Cemetery.  The Clerk and I have organised a Community Litter Pick on the 25th July. It has been advertised on the website, social media and posters round the village. McDonalds are hoping to send 8 of their employees to assist. I see it as a real opportunity to have a visible positive impact on our village and if it is a success we could run another one during the summer holidays.  The trial of reopening the Youth Shelter may need more careful consideration. There have been some negative comments from outside of the Parish Council based on the fear of the old problems recurring. The Parish Council will listen to those concerns as we want to be responsible good neighbours. Any reopening would be managed and for a trial period, with possible limited opening times. In the meantime it will be tidied up and the graffiti paint sprayed over. There will be a consultation with all stakeholders.  “Is it better to have tried and failed than to have never tried at all.” |  |
| **LM-0367** | **Written Report from Brundall Allotment Association – Sarah Sloan**  Sharon Smyth, the Parish Clerk, visited site on 12th July to conduct an inspection.  Cutting of the boundary hedge around the site has now started, this will take several sessions. We have had a couple of committee meetings since my last report, and we are still hopeful that we will be able to have a BBQ on site later this year.  Over the last 18 months, it has been impossible for normal site maintenance to be done at times. Hopefully, things will improve as time passes.  There are currently 24 people on the waiting list.  I have nothing else to report at this time. |  |
| **LM-0368** | **Brundall Countryside Park – Tim Strudwick**  No report received. |  |
| **LM-0369** | **Written Report from the Friends of Cremer’s Meadow – Gill Buckley**  Work has continued as usual at Cremer’s with summer work enabling us to keep on top of the work allowed during the nesting season.  We were able to hold an outdoor planning meeting which was very helpful as we hadn’t been able to do this during the restrictions. Fortunately, the weather was fine so we were able to sit outside and catch up properly.  The Cut and Clear is scheduled for mid-September with BADCOG and Bure Valley helping us out for small donations as usual. We hope that the Central England Co-op will provide us with ingredients for a lunch for us all.  We held the orchid count on 2nd July and numbers were at their highest. It was 5,839; which is 869 more than the previous high in 2018.  We have had another incident of vandalism where a member of the public witnessed a group of young people breaking into the hut. The police have been involved but unfortunately no one has been identified. We have been advised to alert the public that they should dial 999 if witnessed again. We have put up notices to that effect. Rob is continuing with the shutters so we will see the impact of those before investigating cameras. We are also working on ways to engage young people in the work at Cremer’s.  The latest costs of the sluice are now available and will be discussed at the LM meeting.  New gate locks are required. Can I check with Sharon if this is in process, please?  Discussions continue amongst the Friends about the matter of the bridge to Marty’s Marsh. There are a number of concerns and queries about this which might be discussed at the meeting. Rob will be representing the Friends at the meeting to give their views.  A few new small tools have been purchased but a couple more still required once the Friends decide which are the best ones for the purpose.  The Friends are holding their session on Friday to attend the Memorial Hall gardens. This will be a “Cremer’s in the Community” event and we hope will also attract new members to the group. |  |
| **LM-0370** | **Written report from Richard Farley, Brundall Tree Warden**  Since the last report John Fleetwood and I have spent several days at Low Farm Wood as part of the agreed management plan.  This wood was planted approximately 15 years ago but sadly has had little management since its creation.  Selective clearance of the area is taking place which will encourage the trees to grow and develop light being allowed into the floor of the wood will encourage wildflowers to establish.  It is noticeable bird song is heard regularly since starting the project.  If you recall during the winter months, I planted approximately 300 bluebells, I am pleased to say they flowered in abundance.  To date we have spent approximately 100 hrs working in the wood.  Local people who visit the site are very supportive of what we are doing which is great to hear.  As our management plan does not allow bonfires for several environmental reasons, we are creating habit piles but the arisings are multiplying and building up quickly. To address this, I have asked for this committee to agree to pay for the hire of a woodchipper this will allow us to dress the footpath with chippings.  I have costed this and sent my request to Sharon.  The Broadland Tree Warden Network have recently compiled a Tree Strategy for Brundall which has been submitted to the Parish Council for consideration. This document is very thorough and hopefully will be well received.  I have, as an ongoing issue, responded to several residents’ queries regarding trees. |  |
| **LM-0371** | **Parkrun - report from Brundall Event Director Stuart Harper**  Restart of Parkrun has been put back a number of times in line with Government advice. This has been frustrating and at times very disappointing, but we are now expecting restart to be on the 24th July at 9.00am, and at the time of this meeting it will be 9 sleeps till we restart!  This will be our first Parkrun at the Countryside Park since the 20th March 2020. We do have a slight change of roles with Stuart Harper taking over the Event Director role from Barbara Button and still supported by a great team of Run Directors. We are all prepared for the restart, with refreshed signs and new kit. All the RD’s want to take this opportunity to thank the Parish Council for the quick response to HQ. The continued support of allowing Parkrun at the Countryside Park is amazing and we feel it’s an asset to the community be it the young or the old and whatever their ability is. We are open to all and hoping that in lockdown we may have found some new runners or walkers and look forward to meeting them.  Also thanks to the Allotment Association, especially Rob Aram, who has been really helping me understand the relationship between the Allotment Association and Parkrun.  We will have Yare Valley Churches back to the Countryside Park and Brundall Parkrun using their new pod. This relationship has only strengthened during lockdown and we hope it gives access to many different parts of the community for YVC.  The park is looking lovely as we hit the summer period, and we can see the dedicated work of the volunteers. The park is an amazing asset to the community. |  |
|  | The Committee discussed wider availability of the written reports. They will be circulated to the other Land Management groups, and made available on the website prior to the meeting. |  |
| **LM-0372** | **General Public Participation**  Representatives from Blofield Parish Council and Friends of Marty’s Marsh read a statement to the Committee. They would like to work with the Parish Council to establish a bridge to link Marty’s Marsh to Cremer’s Meadow in order to access a circular walk through both community open spaces. Formal agreement to work on this project together to plan the structure of the bridge, finance it and to make provision for future maintenance is being sought.  Currently both banks of the Witton/Lackford Run are owned by Brundall Parish Council as part of Cremer’s Meadow.  The proposal put forward is an agreement where the parishes have a 50:50 responsibility for the finance and delivery of the project. In addition there is a request for consideration of transferring the northern bank of the Witton/Lackford Run to Blofield Parish Council.  Although the bridge was part of the application for funding for the purchase and development of Marty’s Marsh, unexpected costs to make the access culvert safe meant it was not possible to deliver within that budget. Further outlay is going to be necessary to make the bank next to Brundall Road safe and secure.  No other public comments. |  |
| **LM-0373** | The Committee agreed to discuss agenda item 11. 4) – **A request from Blofield Parish Council to work in partnership to seek funding options for the installation and ongoing maintenance of a Friendship Bridge linking Marty’s Marsh and Cremer’s Meadow**  Rob Aram fed back from the Friend’s of Cremer’s: the overall feeling was that they don’t see an advantage for a bridge as it doesn’t do a lot for Cremer’s, but they weren’t against it. There were concerns about its nature and that it will be very visible on the Brundall side. They didn’t want it to be an eyesore but to fit in well with the surroundings. However there was recognition it could be beneficial to link the two sites and walking routes.  Advice will need to be sought from the Environment Agency, who may require the bridge to be raised above potential flood levels. It could qualify for a scheme that doesn’t require a permit but there are strict criteria for size and raised height.  The Committee agreed to set up a working party to include 2 members of each Parish Council and/or Friends of Marty’s Marsh and Cremer’s Meadow. It was also agreed that John Richardson would be invited to be part of the working party as he has knowledge of both sites. |  |
| **LM-0374** | **Brundall Tree Strategy Document**  The Clerk ran through the document highlighting key points for the Committee. It is informative and comprehensive. The Clerk will circulate it to the Committee for comments and it will then be recommended to full Council for approval.\* | \*Clerk |
| **LM-0375** | **Rewilding in Brundall and the management of grass verges**  The Clerk has received a few emails regarding the Broadland area on The Dales. There are a couple of vociferous residents against the scheme. There have been no complaints from Postwick Lane or comments from Berryfields. Letters were sent to residents in advance of the project which has helped their understanding. There have been emails of support and positive comments on Facebook. |  |
| **LM-0376** | **Committee Matters**  **Park Run**  Parkrun will be recommencing on Saturday. Some concerns were raised about some posts installed to mark changed areas for the grass cutting, but the Clerk will endeavour to remove them beforehand.  **Public Participation**  Richard Farley reported that the hedge around the allotments has been trimmed which has widened the path. |  |
| **LM-0377** | **Allotments**  The proposal to purchase 6 more dip tanks at £102 each and an allowance of £150 for the relevant plumbing accessories for the taps was **approved** by the Committee.  Cllrs Abbott and Bonham will consider the request from the BAA for the eviction of a tenant.  **Public Participation**  None received. |  |
| **LM-0378** | **Cemetery**  The quotes for the improvements of a path surrounding the shard were considered. There was a query surrounding the cheapest quote which cast doubt on the ability to approve at this meeting. **It was resolved** to approve the second highest quote subject to the RFO’s confirmation that there are sufficient funds.  **Public Participation**  None. |  |
| **LM-0379** | **Cremer’s Meadow**  The additional costs required by the Environment Agency for the water course were **approved**. The amended cost will be £6,250.00.  **Public Participation**  None. |  |
| **LM-0380** | **Countryside Park**  The Clerk reported on a drop-in session where she met the Estates Management team. They were made aware of the work carried out in Low Farm Wood by the Broadland Tree Network. They were made aware of the park works including the proposed pond. The extended footpath up to the A47 and behind the Pastures and Beverley Road estates will not be approved by County Estates but the private landowner. The tenant farmer is the same person and so he needs to be approached to further this request.  A request for more tree planting was considered. The Tree Warden suggested that the Council concentrates on maintaining the current stock including the orchard trees which do require attention. There needs to be a push for more volunteers.  The draft information sign was considered. Cllr Buckley suggested that bullet points should be included and not the full statement before it is ordered.\*  **Public Participation**  None. | \*Clerk/Cllr Buckley |
| **LM-0381** | **Smaller Areas (bus stops, play areas)**  It was decided to wait until the land east of the memorial land is developed before any decisions are made regarding the future of the Youth Shelter. In the meantime, it will receive a clean-up.  Quotes for the repainting of the Memorial Hall swings were considered. **It was resolved** to approve the quote at £340.00 to repaint the two sets of swings. |  |
| **LM-0382** | **Low Farm Wood**  **It was resolved** to approve the cost of a woodchipper for works to the Wood at £150.00 per week. 4 weeks separate hire was approved. |  |
| **LM-0383** | **Church Fen**  The Chairman reported that the Fen paths had undergone a cutback of the foliage and it looks good. The boardwalk looks in good condition. Due to the hot weather, there has been reports of anti-social behaviour in the Fen such as swimming between boats, litter, and bonfires. Although extra signage with the dangers of swimming in the river were put up, these are being ignored.  A byelaw was suggested for No Swimming. The Clerks will investigate.\* | \*Clerks |
| **LM-0384** | **Finance**  **Budgetary Update**  The LM income and expenditure for the year to date had been circulated to Councillors (see below) and was noted.  **It was resolved** to ratify the approval of an Order placed by the Clerk and Chairman for the refurbishment of 6 village benches at £125.00 each.  **It was resolved** to ratify a decision by the Clerk and Chairman for the purchase of cutting tools up to a value of £100 for Cremer’s Friends to use. |  |
| **LM-0385** | **Clerk’s Correspondence**  The Clerk had received a request for the Council to consider a Farmers Market for Brundall. |  |
| **LM-0386** | **Items for the next Agenda**  Information sign at the Countryside Park  Farmers Market report |  |
| **LM-0387** | **Dates for the next meetings of the Land Management Committee**  30th September 2021  18th November 2021  13th January 2022  17th March 2022 |  |
| Signed as a true record …………………………………………….……. Date ………………………… | | |

LAND MANAGEMENT ACCOUNTS 2021/22 to date

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Brundall Parish Allotments** | | |  | **Countryside Park** | |  |
|  |  |  |  |  |  |  |
| Expenditure | rent | 393.75 |  | Expenditure | annual rent | 551.25 |
|  | grass |  |  |  | stakes | 75.57 |
|  | water | 17.10 |  |  |  |  |
|  | equipment | 96.44 |  |  |  |  |
|  | repairs | 0.00 |  |  |  |  |
|  | sundries | 37.49 |  |  |  |  |
|  | **Total** | 544.78 |  |  | **Total** | 626.82 |
|  |  |  |  |  |  |  |
| Income | rent | (37.83) |  | Income |  |  |
|  |  |  |  |  |  |  |
|  | **Deficit / (Surplus)** | **506.95** |  |  | **Deficit / (Surplus)** | **626.82** |
|  | Clerk's costs (approx) | 500.00 |  |  |  |  |
|  |  | 1,006.95 |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  | **Play Equipment** | |  |
| Land Management Expenses | |  |  |  |  |  |
| Tree Warden first aid kit | | 17.08 |  |  |  |  |
|  |  |  |  |  |  | - |
|  |  |  |  |  |  |  |
|  |  |  |  | Total |  | 783.44 |
|  |  | 17.08 |  | Cremer's |  | 16.67 |
|  |  |  |  | **Land Management Spending** | | **800.11** |
|  |  |  |  | Budget |  | 8,580.00 |
|  |  |  |  | % of budget |  | 9% |
|  |  |  |  |  |  |  |
| **Cemetery** |  |  |  | **Church Fen** |  |  |
| Water |  | 14.43 |  |  |  |  |
| bench fixings |  | 25.11 |  |  |  |  |
| removal of barbed wire | | 100.00 |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  | 139.54 |  |  | - |  |
|  |  |  |  |  |  |  |
| Cemetery Income | | -1,622.00 |  |  |  |  |
|  |  |  |  |  |  |  |
| To note: Allotments are now not included in the LM budget and capital expenditure is accounted for separately | | | | | | |
|  |
| **Capital Expenditure:** | |  |  |  |  |  |  |
| Painting of Meadow View play equipment | | |  | 510.00 |  |  |  |
| Bus shelter roof removal | |  |  | 120.00 |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  | 630.00 |  |  |  |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Cremer's Meadow 2021-22 Expenditure and Income** | | | | |  |  |
|  |  |  | NWT Grant | Cables Donation | Donation Other | Precept Expenditure |
| Balance b/f |  |  | 5.83 | 254.56 | 200.00 |  |
|  |  |  |  |  |  |  |
| Saw horse | 16.67 |  |  |  |  | 16.67 |
|  |  |  |  |  |  | 0.00 |
|  |  |  |  |  |  |  |
| Total | 16.67 |  | 0.00 | 0.00 | 0.00 | 16.67 |
|  |  |  |  |  |  |  |
| Balances remaining |  |  | 5.83 | 254.56 | 200.00 |  |

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Brundall Parish Allotments** | | |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
| Expenditure | rent | 393.75 |  |  | Equipment | |  |
|  | grass |  |  |  | dip tank |  | 96.44 |
|  | water | 17.10 |  |  |  |  |  |
|  | equipment | 96.44 |  |  |  |  |  |
|  | repairs | 0.00 |  |  |  |  |  |
|  | sundries | 37.49 |  |  |  |  | 96.44 |
|  | cesspit |  |  |  |  |  |  |
|  | **Total** | 544.78 |  |  | Repairs |  |  |
|  |  |  |  |  |  |  |  |
| Income | rent | (37.83) |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  | **Deficit / (Surplus)** | **506.95** |  |  |  |  |  |
|  | Clerk's costs (approx) | 500.00 |  |  |  |  |  |
|  |  | 1,006.95 |  |  |  |  | 0.00 |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  | Sundries |  |  |
| EMR as at 1.4.21 | |  | 8,368.51 |  | Padlocks |  | 37.49 |
| Add: income |  | 37.83 |  |  |  |  |  |
| Less: expenditure | | -544.78 |  |  |  |  |  |
|  |  |  |  |  |  |  | 37.49 |
| EMR Current Balance | |  | 7,861.56 |  |  |  |  |
|  |  |  |  |  |  |  |  |