



A Meeting of the **Land Management Committee** will be held on Wednesday 24th April 2024 at 7.30pm in the Lounge at Brundall Memorial Hall for the purpose of transacting the following business:
Members of Brundall Parish Council Land Management Committee are summoned to attend.

Agenda

Housekeeping

1. **To consider apologies for absence**
2. **Declarations of interest on items on the Agenda**
3. **To approve the minutes of the last meeting on the 1st February 2024**
4. **Matters arising – items not on the Agenda**
5. **Chairman’s Report**
6. **Public Participation (15 mins)**
7. **To receive brief updates from other Council committees and working groups, including:**
 - Recreation and Wellbeing Committee
 - Environment Committee
8. **Council owned and managed areas (including Public Participation at the discretion of the Chairman):**
 - a) **Allotments**
 - i. To receive a written report from the Allotment Association and discuss any issues raised
 - b) **Cemetery**
 - i. To discuss a plan of action to tidy up the pedestrian entrance (from Yarmouth Road) to the spare cemetery field.
 - ii. To discuss amending the fee structure to include provision for headstone remedial works due to subsidence and any amendment of the Cemetery regulations if necessary
 - iii. To agree to repair the 7 headstones identified as potentially unsafe
 - iv. To consider the quote for the broken strut on the vehicle gate from the car park
 - v. Update on approval for the goal post from full Council and funding
 - vi. To consider the purchase and receive the quotes for no ball games signs for the burial field
 - vii. To consider pre-marking some additional graves on the unused part of the cemetery to deter ball games, or other suggestions
 - c) **Cremer’s Meadow**
 - i. To receive a written report from the Friends of Cremer’s and discuss any issues raised, including:
 - Mud testing for the pond
 - Potential blockage in the culvert under the south entrance
 - To receive an update on the Bridge between Marty’s Marsh and Cremer’s Meadow

- To consider signage for the new footpath from the bridge
- To note the Orchid Day, 10 year anniversary Event on 22nd June 2024

d) Countryside Park

- i. To approve the countryside park board artwork
- ii. To receive a written report from the Countryside Park Group and discuss any issues raised
- iii. Feedback from the Environment Committee on the impact of sand already laid on the parkrun track and any impact of further sand
- iv. To consider the quote for remedial works needed to the memorial bench near the pedestrian entrance
- v. To discuss replacing the sign at the pedestrian entrance
- vi. To discuss the bank near the pond on Postwick Lane
- vii. To receive the Broadland Tree Warden Network Countryside Park Tree report and management proposals
- viii. To consider a location within the car park for a cycle rack
- ix. To consider the purchase of no dog signs for the orchard area

e) Parkrun

- i. To receive a written report from Brundall parkrun and discuss any issues raised
- ii. Environment committee have reported no environmental impact on current sand, and to consider an additional 3 tons on top of 1 ton already agreed.

f) Smaller areas (Bus stops, play areas)

- i. To consider any necessary signage at the Meadow View playground & Memorial Hall playground.
- ii. To consider the quote for cleaning the bus stop(s) on Cucumber Lane at £40.00 per bus stop.

g) Tree Management, including Low Farm Wood

- i. To receive a written report from the Tree Warden and any management reports submitted, and discuss any issues raised, including:
 - A request for £100 for bulbs
 - Chainsaw use at the allotments
- ii. To update the progress on recording all trees on Council owned and leased land and consider any works needed that have been identified
- iii. To receive the Broadland Tree Warden Network management report for Low Farm Wood

h) Church Fen

- i. To receive the inspection report from the Tree Warden and discuss any issues raised, including:
- ii. To discuss a quote for the removal of additional chicken wire from the bottom of Church Lane
- iii. To consider the quotes for 2x additional tree root warning signs £18.80 each

i) Sports Hub

- i. To receive a written report from Brundall Community Leisure Ltd and discuss any issues raised.
 - ii. To discuss the trees and shrubs surrounding the Sports Hub, to include their condition and maintenance
 - iii. To discuss the verge next to the Sports Hub and the damage caused by parked vehicles
9. **To discuss outline plans for Volunteers Week – Nature in Brundall**
Potentially to include an Open Day at BMH to showcase the Council owned and managed land followed by subsequent individual Open Days for each piece of land / management group.
10. **To consider the purchase of Parish Online Digital Mapping Software at a cost of £211.20 for annual subscription**
11. **To consider membership of Land Management Committee**
12. **To consider a revised calendar of meetings for the next 12 months**
13. **Finance:**
 - a) Budgetary update from the RFO
14. **Clerk's Correspondence**
15. **Items for next Agenda (not for discussion)**
16. **Dates for the next Meeting(s) of the Land Management Committee: 25th April 2024 – to be confirmed**

Lolly Dawson

(Clerk) 19th April 2024