



Brundall Parish Council Land Management Committee

Minutes of a Meeting Held on 18th May 2023

at 19:00 in the Memorial Hall

Present: Cllr Robin Tungate (Chairman), Cllr Gill Buckley, Cllr Graham Abbott, Cllr Mike Savory, Stuart Harper (parkrun director), Richard Farley (tree warden), Sally Ward (tree warden), Rob Aram (BAA), John McMillan (BAA), Tim Strudwick (Env Cttee)

Deputy Parish Clerk: C Dickson

	Details	Action
LM-0649	Election of the Chairman of the Committee Cllr Tungate was unanimously elected Chairman of the committee.	
LM-0650	Apologies for Absence None received.	
LM-0651	Declarations of Disclosable (DPI) or Non-Disclosable Pecuniary Interests (NDPI) LM-0658: Cllrs Buckley and Britt are members of the Brundall Allotment Association committee	
LM-0652	Minutes of the meeting held on the 20th April 2023 Minute item LM-0637 was amended to clarify that it was another contractor not Anglian Water that had been contacted to give a quote for the tap/standpipe work. The amended minutes of the meeting held on the 16 th March 2023 were approved as accurate and were signed by Cllr Tungate as Chairman of the meeting.	
LM-0653	Matters Arising LM-0640 – notice board information to Harry Stebbings – Deputy Clerk still to action LM-0640 – notice board location – on agenda LM-0640 – cycle racks – on agenda LM-0640 – Countryside Park steps to overhead barrier – on agenda LM-0640 – UPWT jobs – Deputy Clerk still to action LM-0643 – £50 donation to the Men's Shed – on full Council agenda LM-0644 – wire at the bottom of Church Lane – the contractor will remove when he replaces the boards	
LM-0654	Chairman's Report – Cllr Tungate No report this month as there is nothing new to add.	
LM-0655	General Public Participation None received.	
LM-0656	Updates from other Council Committees – Cllr Savory and Deputy Clerk Recreation and Wellbeing: there has been no meeting since the last update so no major updates. However a piece of work R&W is facilitating on behalf of the Council is a pack to send to NCC Farms about the potential of taking ownership of the Countryside Park and allotments land. We have asked the Environment Committee if they would put together a report from an environment point of view, the R&W Committee has started putting together a report from a recreation point of view, and it would be good if those groups that are particularly involved with the CP and Allotments (including Parkrun and the Community Orchard) could add their views for an appendix to help make our case for why they should sell us the land. That could include what you do, the benefits etc. Brundall Village Park: members of the Council held a meeting with Hopkins Homes and walked site. They talked us through what was likely to be their plan, although it is yet to be	

	finalised. We had a few questions around the footpath and whether it will be improved as per the appeal documents. It is expected to be a 4 year build from getting on site to the last house complete. It isn't worth starting yet as they only have full permission for the first phase for 29 homes. Reserved matters for the second phase need to be submitted by November 2023. Another meeting with the Memorial Hall trustees has been arranged to discuss co-ordinated development plans. [Tim Strudwick joined the meeting] Environment Committee: the Biodiversity sub-group will be doing an audit of all the land owned and leased by the Council over the coming year. An officer from BDC gave a presentation on results of the air pollution survey. Station Road and Cucumber Lane were the worst areas, but well within recommended limits.	
LM-0657	Amended Committee Terms of Reference The amended Terms of Reference were noted by the committee.	
LM-0658	Allotments The Committee received and noted the Allotment report (attached). The amended expected costs for installing an additional standpipe of £250 were approved. The new gates were successfully installed last Friday. Despite taking a long time to appear the advice received from the contractor, their addressing of our concerns, and the actual installation, they have done a good job. The self-closing mechanism is sometimes a bit hit and miss if it doesn't have enough momentum but it should be possible to adjust it. Youth Shelter: work on loosening the 270 tamper-proof bolts has slowed down as more are proving difficult. About heads will have to be drilled out and a new contact area inserted. The aim is to move it in early June, on a Friday for preference. The plan is to take the sides and front off the day before to reduce the amount of work on the day of transport. The shelter will be taped off and warning signs posted. The Memorial Hall will be kept up to date with the plans. Management Plan: on the back of Tim Strudwick's draft document Rob Aram has created a folder pulling together all relevant documents as a repository for relevant and historical information. He was thanked for his work which has created a really useful resource. Rents: the committee discussed the current rents and a proposal by the RFO of an uplift of £5 per annum per full sized plot. Current income is matching expenditure but creating no surplus. The gates and project to increase the number of standpipes will use a large chunk of the current reserves. A £5 per full sized plot increase should add around £300 per annum to the reserves. The BAA will be consulted and asked their views on the proposed increase before it is considered again at the next meeting.* Cllr Tungate was asked to adjudicate the Well Kept Plots competition as Chairman of the Land Management Committee. The date has yet to be confirmed but it will be in June or July.	*DClerk
LM-0659	Cemetery Goal posts on the spare field: there is only one set now due to one set having to be removed to make room for the Sports Hub. Plenty of children use them for a kick about after school so it would be nice to continue to provide the facility. The Deputy Clerk will get costings for 2 new sets.* The utility gate from the car park to the Cemetery has a broken bottom strut. The Deputy Clerk will arrange for it to be mended.*	*DClerk *DClerk
LM-0660	Cremer's Meadow The Committee received and noted the Cremer's report (attached). Another attempted break-in at the barn. It was discussed with Police, who reinforced that people should dial 999, and they will do more patrols of the area. Installing dummy CCTV was discussed or a wildlife camera. Dummy CCTV is unfortunately usually obviously fake so wildlife cameras might be a better option. The Police gave the BAA Police notices that can be erected and there are some spare for Cremer's. The Friends will discuss. Vandalism on the hut has stopped.	

	The Bridge: • The planning permission has been submitted. The original outline permission with conditions to be determined was rejected and a full application has now been accepted. • The contractor is doing the EA permit and keeping the vegetation down to deter the water voles from nesting nearby. • A suggestion from Blofield to call it Coronation Bridge was rejected. It was felt too grand a name for a little bridge. The Friends will discuss. It was thought that perhaps a name wasn't necessary at all. A meeting with the Biodiversity working group has been arranged, date tbc, to look at the pond. Cut and Clear day is the 6th September. An email has been received asking if a resident can make a donation to the Bridge and/or have a plaque to commemorate his dog. There are no plaques on the Meadow as policy. To be discussed at the next meeting and by the Friends.	
LM-0661	Countryside Park Cllr Britt gave an update from the Countryside Park Group meeting last night. Items discussed included work for the UPWT, the proposed bike racks, Tim Strudwick's ideas for a new walkway between the car park and the park itself, a location for the notice board, and steps for the overhead barrier. Membership of the Countryside Park Group is: Sarah Sloan, Lawrence Britt, Stuart Harper, Tim Strudwick, Graham Abbott, and Rob Aram. We are in between as a committee. We would like to invite the Biodiversity working group to a site meeting and to consider the maintenance schedule. Sarah Sloan has been tasked to write a vision of where the CPG feels the Park is going. We are finding our way between various groups at the moment. Stepladder: it was decided that it was not safe from a Health & Safety point of view to put a permanent stepladder next to the overhead barrier. Changing the mechanism was proposed but this still has access difficulties. The committee discussed installing a low single step or slab to raise the access level but the final decision was that no changes would be made. Tim Strudwick had proposed, via email, a new layout for the walkways through the hedge between the car park and the park itself. The plan would be to create one larger 'entrance' to the park and for the other smaller ones to be filled in with hedging. Bollards would be needed to prevent cars parking across the new entrance and there was some discussion on the placement. It was agreed that a group site visit would be required to mark out the proposal and look at cycle rack locations.* Once a new entrance has been agreed then the location of the notice board can be decided as it will need to line up through the new entrance. Tarmacking the whole car park was discussed. It was considered a few years ago but the cost and ownership of the land was a consideration.	*Cmttee
LM-0662	Parkrun The Committee received and noted the parkrun report (attached). Parkrun held a collection for the Yare Valley Pantry for people in need in Brundall, and had a good response. It will be repeated as it is needed and a very good cause. Summer is coming, numbers are up and all is going well. A plan for the drainage pond would be appreciated. The grass is growing fast at the moment. The Deputy Clerk will check grass cutting schedule.*	*DClerk
LM-0663	Smaller Areas The path leading to Meadow View play area has one broken and one protruding slab. The maintenance man will be asked to quote for the repair.*	*DClerk
LM-0664	Tree Management, including Low Farm Wood The Committee received and noted the BTWN report and Low Farm Wood report (attached). LFW: the exposed stumps have been dealt with. They were protruding due to the settling of the woodchip. The new benches have been installed.	

	The grass at the orchard has been cut, 3 times this year so far. It is looking good but growing quickly. The tree recording and safety checks have not been started yet. The dog poo signs deep disappearing from LFW. The Tree Wardens have requested a dog waste bin near the LFW finger post. There is a cost to the Council for buying and emptying a new bin. The Deputy Clerk was asked to check if that is a suitable location for a new bin location.* An alternative would be to have a litter bin rather than dog waste bin as it can be used for both. The DClerk was also asked to check whether there would be a cost to moving a bin rather than having a completely new bin.*	*DClerk *DClerk
LM-0665	Church Fen The Committee received and noted the Tree Warden's Church Fen report (attached). New Exposed Roots and Poo signs are needed. They have also disappeared. A map of the site or signs to indicate which path is the boardwalk and which is not was suggested. The broken bridge has been repaired. It should probably be good for another 5 years. Thanks were given to Richard Farley for a good job. Giant hogweed has been reported sighted on site, but no location has been given. A section on the boardwalk is tilting. It may be possible to jack it up back in alignment. Cllr Tungate contacted the Norwich Fringe Project for advice about the boardwalk. Matthew Davies is happy to come out and have a look and give us advice on options and funding. This was agreed by the Committee and Cllr Tungate will arrange a meeting.	*Cllr Tungate
LM-0666	Finance No financial update given this month.	
LM-0667	Correspondence None received.	
LM-0668	Items for the next agenda Notice board Cycle racks Plaque on the Bridge Zipwire repair Youth Shelter Goal posts on the spare Cemetery field	
LM-0648	Date for the next meeting(s) of the Land Management Committee 15th June 7th September – amended from the 14th 19th October – amended from the 12th 16th November The meeting finished at 21:14.	
Signed as a true record Date		