



Brundall Parish Council Land Management Committee

Minutes of a Meeting Held on 19th October 2023 at 19:00 in the Memorial Hall

Present: Cllr Gill Buckley (Chairman), Cllr Lawrence Britt, Cllr Mike Savory, Stuart Harper (parkrun director), James Howlett (parkrun), Sarah Sloan (BAA), John McMillan (BAA), Richard Farley (tree warden).		
	<i>Details</i>	<i>Action</i>
	The meeting was recorded for minute taking purposes.	
LM-0710	Apologies for Absence Cllr Robin Tungate, Cllr Graham Abbott, C Dickson (Deputy Parish Clerk). Rob Aram sent his apologies but will no longer be a regular attendee.	
LM-0711	Declarations of Disclosable (DPI) or Non-Disclosable Pecuniary Interests (NDPI) None received.	
LM-0712	Minutes of the meeting held on the 7th September 2023 The minutes of the meeting held on the 7 th September 2023 were approved as accurate and were signed by Cllr Buckley as Chairman of the meeting.	
LM-0713	Matters Arising LM-0697 – the Tenants Welcome document has been updated LM-0697 – insurance for volunteers has not been checked yet LM-0698 – goal posts – ongoing. Cllr Buckley has contacted the Central England Coop and they have passed on the request internally LM-0700 – bike racks - ongoing LM-0703 – dead branches on Cemetery car park trees – the tree warden and DClerk checked the dead branches. The TW can do the lower ones but a tree surgeon will be needed to get to do the rest. The DClerk will get some prices for the next meeting.* LM-0704 – Church Fen boardwalk report – Cllr Tungate has spoken to Matt Davies and he should be producing a report by the end of the month. LM-0705 – Sports Hub fence – ongoing The Tree Warden and Deputy Clerk will liaise regarding areas in Church Fen to be cleared of Himalayan Balsam.	*DClerk
LM-0714	Chairman's Report None provided.	
LM-0715	General Public Participation None received.	
LM-0716	Updates from other Council Committees – Cllr Savory Recreation and Wellbeing: work is still ongoing round the ownership of the Countryside Park. The recent survey results are yet to be analysed. A member of the committee is looking at the locations of bins and dog bins round the village. Sports Hub: the contractor for pavilion has been appointed and work on the build is underway already. Details of the finances will be in next quarterly update. The Biodiversity sub-group visited Cremer's and will be producing a draft document on all the Parish Council land. It will be shared with Cremer's Friends before being published. Environment Committee: no update received.	

LM-0717	Allotments The Committee received and noted the Allotment report (attached). No other items for discussion.	
LM-0718	Cemetery The narrowing of the entrance to the spare cemetery field was reconsidered. Access for the grass cutters is still required. A site meeting with the DClerk, Tree Warden, John McMillan, and the grass contractor to be arranged.* Discussions to include narrowing with hedging, emergency access, and rehanging the gate. The headstone inspection in April highlighted 8 headstones that are potentially unsafe. Costs for repair are £225 per headstone or £100 each to remove. The Clerk only received a response from 1 Grantee, who will be talking direct to Abbey Memorials. The cemetery regulations state a notice must be placed on the headstone for 6 months before they are removed therefore this is required before any further action can be taken.* The issue and process will be detailed on Social Media.	*DClerk *Clerks
LM-0719	Cremer's Meadow The Committee received and noted the Cremer's report (attached). The Bridge: an Environmental Impact Assessment is required as concerns about newts have been raised. Blofield are arranging this.	
LM-0720	Countryside Park The Committee received and noted the Countryside Park Group report (attached). The CPG haven't met recently as they are waiting for the results of the survey & a revised management plan. Thanks were given to Richard & Sally for their tree report. The remit of the Countryside Park Group was discussed. Any proposed work at the CP must go through the CPG before bringing recommendations to this Committee. The DClerk will confirm the Terms of Reference.* Photos were received showing the new drainage pond at the Countryside Park worked well in the recent rain. Additional drainage, including French Drains, will be discussed by the CPG. A second pond could be dug in the South East corner to take excess water on the other side of the park.	*DClerk
LM-0721	Parkrun The Committee received and noted the parkrun report (attached). Permission was given to run on New Year's Day. The Countryside Park Group will discuss adding additional sand to the parkrun track. The Environment Committee will also be asked for advice.* Welcome to James who will be deputising for Stuart when he is unable to attend.	*Clerk
LM-0722	Smaller Areas Nothing to discuss.	
LM-0723	Tree Management, including Low Farm Wood The Committee received and noted the BTWN report (attached). David Cossey and the tree warden reduced the height of the CP hedge. Thanks were given to David for his help. Loads of arisings were generated during the process. Hire of a chipper for 2 weeks was approved . The mulch will be used around the orchard hedging. It can be used at the allotments as well. The pedestrian gap will not be filled in until the widening of the park entrance has been actioned. The tree wardens are compiling a thorough report on the trees at the CP. The tree warden raised concerns that the wildflower meadow has not been managed properly in recent years. This will be discussed by the CPG. The litter bin for LFW is being considered by the Recreation and Wellbeing committee.	

	The new trees at the Sports Hub have received some vandalism damage. They come under the remit of Brundall Community Leisure. A further 14 trees have been recorded at the Cemetery. No work is needed on these. A new database is nearly ready to take the information. The What3Words data is incorrect for the first trees recorded. The DClerk will update the records to the correct location.* The new database will use grid references instead.	*DClerk
LM-0724	Church Fen The Committee received and noted the Tree Warden's Church Fen report (attached). The Giant Hog Weed has been dealt with.	
LM-0725	Sports Hub No report has been received. A regular update will be requested.* Due to the construction of the pavilion 10 car parking spaces have been lost. LM was asked to approve a Social Media post that asks people to use of the Cemetery car park as a short term measure to alleviate the congestion at the SH. Use of the public footpath round to the facility should be included. There is no changeover time between bookings which causes irregular parking. Asking people not to park on the verges should also be included.	*Cllr Savory
LM-0726	Finance A further 4% of the budget has been spent since September: £200 for the sleepers for Cremer's barn; £192.50 Cut and Clear donation to BVCG; £6.23 on supplies for the Cut and Clear day.	
LM-0727	Correspondence An email was received regarding an existing memorial bench at the Countryside Park and requesting a concrete base like the new one, and the paint needs attention. The CPG will discuss whether more concrete bases for benches is appropriate, and report on the condition of all the benches and what base they are attached to.* A&S was asked to look at installation charge as if all new benches require a concrete base the current charge is not enough.*	*CPG *DClerk
LM-0728	Items for the next agenda CPG Benches Report from the Sports Hub sub-group Church Fen boardwalk report Goal posts on the spare Cemetery field	
LM-0729	Date for the next meeting(s) of the Land Management Committee 7th December 11th January 2024	
Signed as a true record Date		