

Minutes of the meeting of the **Brundall Parish Council Land Management Committee** held on Thursday 17th October 2024 at 7.00pm in the Lounge at Brundall Memorial Hall.

In attendance: Cllrs R Tungate (Chair), L Britt, G Buckley, G Abbott, and K Applegate
Clerk: Mrs C Dickson, Deputy Clerk: Mrs C Watkins
Members of the public: 0

1 Apologies for absence

Apologies were accepted from the representative from the Allotment Association.

2 Declarations of interest

None

3 Minutes of the last meeting

The minutes of the Land Management Committee meeting held on 12th September 2024 were AGREED as a true and correct record of the meeting and signed by the Chair.

4 Matters arising from the previous minutes

LM-0823 Thank yous to Blofield PC for their work on the bridge at CM have been sent.

LM-0833 It was agreed that a discussion group would meet in October to finalise the Handyman specification and relevant reports to put to Full Council at their November meeting.

LM-0848 No volunteers came forward from the Facebook request for volunteers at the Cemetery flowerbeds. A resident with a biodiversity background on the Allotment waiting list has offered his help. He has previously worked on a community garden. The Deputy Clerk RM is going to contact him regarding the Cemetery flowerbeds. A budget will be provided and if any businesses donate any plants or funding a sign will be displayed to thank them. It was also suggested that if the company agreed it could be posted on Social Media.

LM-0850 The "Park at your own risk" signs at the car park at the Countryside Park have not yet been delivered.

LM-0850 The Advisory and Scrutiny Committee are to arrange a date in November to discuss the Gifted Bench policy.

LM-0850 The Parkrun group send no one to attend the Countryside Park Group meetings. Cllr Britt sends them meeting notes.

LM-0850 The Community Payback Actions from the CPG have been forwarded.

5 Chairman's Report

The chairman had nothing to add this month.

6 Public Participation

Council owned and managed areas (including Public Participation at the discretion of the chairman)

No public attendance.

7 Cremer's Meadow

The Committee received and noted the Cremer's report (attached).

Cllr Buckley, and the Deputy Clerk RM met with Ravencroft Tree Services, for the tree survey. The report has not yet been received but it was recommended that a professional arboriculturist survey the trees every 4 years.

It was agreed that the friends would check the trees every month, record any findings and action any problems with any tree. Recording who checked, the date and any action taken if required. The friends are

conducting a survey next year and each year after until the fourth year with the Tree Wardens being involved bi-annually. The clerks will be responsible for recording the audit trail.

8 Countryside Park

The Committee received and noted the Countryside Park Group report (attached). The following issues were discussed:

- i. The dog fouling notice on the pedestrian gate was installed on 16th October.
- ii. The dog waste bin has been installed in a precarious position and will need to be located elsewhere. It is in the way of the Parkrun route and is a Health and Safety concern, regarding people actually colliding with it. This will be monitored on 19th October at the next Parkrun. If BDC are able to empty the dog waste if it is located next to the bicycle racks this is where it will be reinstalled.
- iii. In order to repair the gap in the fence, ownership of the fence needs to be established. The **Clerks** will check the lease.
- iv. **Deputy Clerk RM** will produce a poster for the notice board suggesting responsible dog ownership etiquette.
- v. Quotes for work needed for bench maintenance have been requested but not yet received. Advisory & Scrutiny will look at the repair and maintenance contributions in the Gifted Bench policy. See 4. LM-0850.
- vi. Car park surface – see below.
- vii. There has been a request for a “No overnight sleeping” sign. There is no evidence that anyone is sleeping there and the situation will be monitored.

It was confirmed that the Community Payback Team will be at the Countryside Park on the 6th, 7th and 8th of November. Cllr L Britt and a representative from the allotment association will be with them coordinating the work.

Country Farms have not replied to a request regarding what their preference to the car park surface would be. Various options were discussed and it was agreed **Cllrs Britt and Buckley** will seek advice with regard to the surface of the car park.

9 Tree Management

No Tree Warden report was received.

It was **agreed** to employ Conservation Arboriculture to survey the trees at Church Fen, Countryside Park and the Cemetery to see how they compare to Ravencroft as they were less expensive.

10 Church Fen

No monthly inspection report was received. The visual inspections need to be carried out more regularly, once a week was agreed, to note any issues and report back to the clerks.

The draft copy of the Terms of Reference for a Church Fen Working Group were discussed and amended. It will go to Advisory and Scrutiny to be ratified in November. The group will produce a 5 year management plan for Church Fen.

A discussion on the boardwalk was deferred.

11 Clerk's correspondence

None.

12 Items for the next agenda

Terms of Reference – amend to 5 Councillors only as members with invites to the land groups

Update of Cemetery spare field and goal posts

Handy man specification

Request for the Biodiversity Working Group to survey the Cemetery

13 Date for the next Land Management Committee meeting 21st November 2024

Meeting Closed: 20:55

Signed:

Dated: