

Brundall Parish Council Land Management reports to be considered

Name of organisation/group: Countryside Park Group

Date: 13.11.25.

Highlights for sharing

Proposed Countryside Park Pond

Brundall Biodiversity Enhancement Project. Money is being sought to pay for a pond on the CSP. An appropriate site needs to be agreed with CSP Group. The CSP Group agreed there would be need for a fence around the pond. The CSP group would also like forecast of maintenance costing needed to upkeep this area of the park. **Action** - inform LM of this view and keep this as a standing item on the CSP Agenda.

Orchard management. There is an agreement to keep the orchard surrounding hedge to one metre high. **Action:** Check records for agreement on height of hedge and discuss with LM what next is to be done.

Maintenance tasks in Park.

It was acknowledged written information covering park maintenance activities needs to be brought together in one accessible area, reviewed and updated.

Further it is acknowledged that information about how the CSP is being supported and maintained by the PC and for park user groups needs to be formally set out in written documentation - a protocol. This documentation should be easily accessed by the PC, LM and user groups.

Protocol with Parish Council and Park Run. It was agreed to start the process toward a Protocol with Park Run and the Parish Council. The Protocol produced can act as a guide towards other protocols with user groups.

Park Run would like to maintain the bench they placed in the park (to commemorate Marie Palmer's bench 100 runs). **Action: Refer** to note below on Park Bench records.

During discussion on the protocol document, LB and SH to discuss areas where sand is to be used - based on the status Quo. It was suggested that Environment group might wish to review the most appropriate type of sand used for maintenance of the paths. **Action** - discuss with environment group type of sand to use.

Action: Sand Delivery requested. Note of email from SH 7.11.25. Park Run request delivery of 1 ½ tonne of sand for 17.11.25. Another delivery could be needed December or January. 'Normally' 3 Tonnes of sand delivered per

year.

Communications Protocol with Park Run. It was accepted if there are problems in some areas of running in the CSP it is advised that Park Run is contacted via phone directly to clarify and assist support. A phone call can quickly clarify the situation posed.

In case of emergency the avenue of immediate communication is the Parish Clerks... **Action**

SH has agreed to build a draft agreement/list Park Run activities and discuss with LB to formulate a Protocol. Protocol will be taken to LM and the PC.

Action

Other Action needs to be taken over the drainage area of the lower west side of the park. This area is surrounded by a fence, and the nearby path does not sufficiently drain away.

Payback work in the park took place on November 3,4 and 5th 2025. They cut back brambles and cleared areas around small trees on the back facing east side of the car park. Payback provided workers and equipment to assist in this activity. PC provided a skip to remove cuttings. SH suggest information on park maintenance needs to be placed on PC (Facebook site) media sites.

Action

Additional Information from email correspondence with SH (4.11.25.):

ACTION: Need to record details of park benches (Action - to check if...)

Location:

- Alan Parson's parent bench at the top of the park near the pedestrian gate,
- Marie Palmer bench. Park Run would like to maintain this. (
- Metal reused railway bench ('which does not really fit with the look of the park').
- One other bench in middle section - walk way near Orchard - in need of maintenance

Condition of Benches

Names of those Benches to donated to...

Name and address of Bench Donators

Names of who is responsible to maintain Park Benches

Issues you wish Land Management to discuss

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Action: Protocol. SH has agreed to build a draft agreement/list Park Run activities and discuss with LB to formulate a Protocol. Protocol will be taken to LM and the PC.

Action SH suggest information on park maintenance needs to be placed on PC (Facebook site) media sites.

Action: Need to record details (?) of park benches (includes location, donors, condition, and maintainers etc.

Help requested from within Land Management groups

Request for Sand: 1 ½ tonnes.