

# Costessey Town Council



## **Minutes of the Property & Environment Committee of Costessey Town Council, held on Tuesday 9 July 2019 at 7pm at the Costessey Centre NR8 5AH**

**Present:** Cllrs J Amis (Chair), M Bedford, G Blundell, S Blundell, F Carter, G Dole, L Glover, J Flowerdew, S Long, C Mahn, J Newby, P O'Connor, N Bailey (Deputy Clerk) & Hilary Elias (Town Clerk) – One representative from Costessey Sports, Pauline Williams, Volunteer Tree Warden and two representatives from Proludic Play.

### **To elect a Chairman for the Committee.**

**PE033/19:** Cllr Amis was elected as Chairman.

### **Queen's Hills Pitches**

**PE034/19:** Cllr Amis had recently met with Phil Courtier, Director of Place for South Norfolk Council and Helen Mellors, Development Manager for South Norfolk Council. The Queen's Hills Football Pitches still require a significant amount of work on drainage and de-stoning before they are playable. This was achieved in Cringleford and Spixworth.

### **To receive apologies for absence**

**PE035/19:** None – Cllr Dole was present in a non-voting capacity.

### **To receive declarations of interest**

**PE036/19:** Cllr Flowerdew declared a non-pecuniary interest in Min PE045/19 as he lived on Ruskin Road where work to Street Lights was being considered. Cllr Carter declared a non-pecuniary interest in Min PE044/19 as she lived opposite the area with moles.

### **To confirm and sign the minutes of the last meeting on 14 March 2019**

**PE037/19:** It was noted that the minutes of the previous meeting had already been signed and approved by Full Council after some amendments.

### **To receive an update on Greenhills Woods and consider next steps**

**PE038/19:** The five-year Forestry Commission Licence was due to expire in July 2021. Although the contractor had felled almost all the 0.99 hectare of Corsican Pine, the logs remain on site awaiting removal. The last load achieved a return of £5,964, but no progress had been made on site since March. The contractor had failed to provide a 'Position Statement' for the meeting, but he had suggested that the Council may wish to instruct him to 'grind' the stumps to clear the way for the 1,100 broadleaves to be planted, as prescribed by the Forestry Commission Licence. The 'grinding' was not part of the original agreement reached in 2016. Deadlines had been missed by the contractor and the site had to be clear and prepared before the re-planting could take place. Over the past three years he had undertaken some other tree works to non-Corsican Pine which did not form part of the main Licence. He had provided some recommendations in a letter with pictures received on 4th April 2019, and was willing to undertake the works if deemed necessary after a further inspection.

**A further opinion/estimate should be obtained for the ad-hoc work and a revised timetable for the main contract. ACTION: Deputy Clerk**

### **To consider options for new equipment at Breckland Park**

**PE039/19:** Consultation responses following visits to the Academy and Junior School had been circulated. Two representatives from Proludic were available to answer questions. The Deputy Clerk made it clear that they were not a preferred supplier, the Council had never contracted them before, and that the quote they provided for a Zip Wire would be considered once the public had been asked to leave. Many of the ideas came from Town Cllrs and Play Equipment providers who had visited the site. They were not evidence based. Ideas included a 'Pump Track' and a selection of equipment in an arena. Representatives from Proludic suggested some ideas and helped consider feasibility. They felt the site would benefit from a range of activities from junior age upwards, as the demographic of the user changed throughout the day. A Youth Shelter may help prevent ASB. The Deputy Clerk made Cllrs aware of a recent Skateboard Park installation in Loddon which had suffered from vandalism to bins, benches and earth mounds before it was opened. The site fencing had been breached on numerous occasions after the Landscapers had left the site secure. The grass turf had never been given time to bed-in and the users cycled across it so it was bare in places. Other sites in Taverham and Horsford were well looked after. Available funds were the £53,815 Section 106 payments held by SNC, £19,164 of Community Infrastructure Levy Payments held by CTC and a commitment to match fund 25% of the funds committed from CTC reserves.

Options were discussed and a query around consultation was raised. A survey of nearby resident's and an event at the park could produce different ideas. All users of all ages should be consulted to find out - What they use the park and what they like doing there? How could it be enhanced?

**RECOMMENDED to Full Council: Develop a more inclusive Consultation Plan to include an event at the park. ACTION: Deputy Clerk**

### **To consider quotes and location for Zip Wire at Breckland Park**

**PE040/19:** The item was deferred as the additional consultation agreed earlier took precedence.

**PE041/19:** Representatives from Proludic left the meeting at 7:50pm

### **To receive an update on vandalism and insurance claims**

**PE042/19:** The Deputy Clerk updated on the recent spate of vandalism at the Costessey Centre & Breckland Hall. The Police were in regular contact and CCTV had been used to identify the perpetrators. The CCTV system at the Costessey Centre was now nine years old and the images retrieved were not as clear as hoped. Vandalism included damage to outside sockets, two broken windows and graffiti at the nearby bus shelters. An insurance claim for the new bus shelter panels was pending and a query lodged over the possibility of using any settlement to offset the cost of a new shelter with Glass panels instead of Perspex. Graffiti comes off glass very easily leaving no marks. **Seek further advise for improved CCTV at the Costessey Centre. ACTION: Buildings Officer**

### **To consider the concept and location of a Sensory Garden**

**PE043/19:** The concept was considered at various sites and several ideas emerged. A proposal was supported to progress a brief without a site designation. Points to cover -

- Potential clients
- Volunteer
- Style

Suitable access for wheelchair users, seating and raised flower beds were a desire.

**ACTION: Cllr Newby to produce a brief which can be circulated to all Town Cllrs. Aspects of the design will differ at locations to be considered at a later date.**

### **To consider the services of a Mole Catcher at Queen's Hills Community Centre**

**PE044/19:** The extent of the problem was considered.

**RECOMMENDED to Full Council that no action be taken.**

**To receive an update and costs associated with the Street Light transfer**

**PE045/19:** 100 new columns had been installed and the LEDs were ready to connect soon. Another 24 columns required replacement and some minor works were required in other circumstances. 3 columns on Ruskin Rd & Glenda Close would benefit from having a more expensive LED lantern which offered a 360-degree light spread. 74 perfectly good columns required new LED lanterns. The TTJones Ltd quote dated 8<sup>th</sup> July 2019 detailed the recommendations and would complete the entire works to the 189 lights. **RECOMMENDED to Full Council that TTJones Ltd be contracted at a cost of £50,972.90 plus VAT in order to complete the works as detailed above. ACTION: Deputy Clerk**

**PE046/19:** It was resolved to continue the meeting through to 9:30pm

**To receive report following Zurich Play Equipment Inspections**

**PE047/19:** Auditors had insisted the half yearly reports be circulated as part of a Committee Agenda. It was noted that the issues identified had been rectified by the Head Groundsman.

**To consider a request from Costessey Sports for early 19/20 season Pitch Markings**

**PE048/19:** During discussions the request to line-mark all pitches at all sites asap was scaled down to just one Adult Pitch at both sites. Last year the Groundsman marked the pitches on 15 August ready for play the following weekend. He was concerned that the grass would require a second cut closer to use, which would remove the line-marker. Cuttings would also spread across the lines or make them difficult to mark. The Costessey Sports representative answered questions over the use of pitches for friendlies and training. The first home adult fixture was over the weekend 10<sup>th</sup>/11<sup>th</sup> August.

**A compromise was offered to mark one Adult Pitch at Longwater on 8<sup>th</sup>/9<sup>th</sup> August with the other pitches marked the following week. ACTION: Head Groundsman**

**PE049/19:** Cllr Glover left at 9:20pm

**To consider a request from Costessey Sports for an additional compound at Longwater**

**PE050/19:** Three options were considered for a secure area to store the portable dug-outs which had been vandalised whilst secured to a wall at the Costessey Centre. They had been used as a den and damage to the outdoor sockets they straddle had occurred.

Costessey Sports would consider claiming on their own insurance and the dug-outs had been removed for repair. They would be required for the start of the season and the Police were confident that they had dealt with the problems. An alternative Tent & Benches style was not considered suitable by Costessey Sports, as they were not robust enough and needed to be left somewhere to air & dry after use. A Tree Protection Zone existed at the site and it was noted that when Costessey Sports extended their storage in 2014/15, the new shed required Planning Permission.

**RECOMMENDED to Full Council that Costessey Sports further scope an area to the rear of the Groundsman Store. In the interim the portable dug-outs could return to the same location soon before the first competitive match.**

**PE051/19:** The representative from Costessey Sports and Pauline Williamson left the meeting at 9:30pm.

**PE052/19: RESOLVED to continue the meeting without excluding the press and public**

**To receive update on drainage at Queen's Hills Community Centre.**

**PE053/19:** No further contact had been received from John Young's Ltd

**PE054/19:** The meeting finished at 9:35pm.

**Chairman:**

**Date:**