

# DRAYTON PARISH COUNCIL ENVIRONMENT AND HIGHWAYS COMMITTEE MEETING

## MINUTES

Meeting held on Thursday 17<sup>th</sup> November 2022, 7pm, at Drayton Parish Council, Pavilion, King George Fifth Playing Field, Drayton High Road, Drayton, Norwich NR8 6AW

Present: Cllrs J Anderson, J. Edwards-Smith, G Everett, K Morgan (Chairman) and H Kisby.

Locum Clerk: Anne Barnes

Helen Sibley, Green Infrastructure Officer, Broadland District Council

Parishioners: Cllr A. Taylor and 2 other parishioners

1. **Apologies and consideration of acceptance for absence**

Apologies for absence were received and accepted from Cllr C. Brown.

2. **Members' declarations of interest and requests for dispensations**

If you have a Disclosable Pecuniary Interest in a matter to be discussed and it relates to something on your Register of Interests form, then you must declare an interest. You may not participate in discussion or vote on the matter.

You have a Personal Interest in a matter to be discussed if it affects:

Your wellbeing or financial position

That of your family or close friends

That of a club or society in which you have a management role

In these instances, you must declare a personal interest and may speak on the matter only if members of the public are also allowed to speak at the meeting, however you may not vote in the matter.

None declared.

3. **To approve the minutes of committee meeting held 29<sup>th</sup> September 2022**

The minutes of the meeting held on 29<sup>th</sup> September 2022 were approved by the committee and signed by the Chairman.

4. **To allow public participation in accordance with Standing Orders**

The parishioners were concerned at the poor state of the footpath between Layton Close and Drayton High Road. They felt the steps were in need of repair and would benefit from a handrail beside the steps. To be discussed under Item 6.

5. **To consider the Norwich Fringe Project proposal for Green Lane**

Helen Sibley presented the costs for the Boardwalk Project.

Conservation Works - £34,450.

Norwich Fringe Project - £34,090.17

G T Rochester - £96,716

An alternative proposal was to remove the boardwalk, leave the wood on-site and cover with soil to naturalise, and mow in summer months. This would not alter the access restrictions caused by the steps.

It was **AGREED** unanimously to go with the proposal to remove the boardwalk and leave this on-site for the habitat and improve the steps at a cost of £3,825 plus inflation plus day-rate charges of £350 per day for the works. The costs to be charged to Broadland District Council Green Infrastructure Fund.

Helen Sibley will instruct the Norwich Fringe Project to schedule the works in.

6. **To discuss repairs for the footpath from Layton Close to Drayton High Road.**

Norfolk County Council has confirmed they do not own this footpath and as far as they are aware it remains the responsibility of the original owner, R G Carter.

The Council **AGREED** to contact R G Carter to undertake the repairs. If they refuse the Council will ask Norfolk County Council to adopt the Close and do the repairs. If they refuse the Council will enquire about their insurance liabilities if they undertake the work on land they do not own. If this will have adverse financial implications, then the Council will contact R G Carter regarding acquiring the land and registering it with the Land Registry and undertaking any necessary repairs.

Helen Sibley advised there may be funding available in the Green Infrastructure Fund to undertake the repairs and put in the handrail.

Helen Sibley and 3 parishioners left the meeting.

7. **To receive updates on committee matters arising from previous meetings  
No debate or decisions may be taken on this item**

7.1 Re-establishment of the Forest School which previously linked Drayton Infant School and Littlewood Woodland. The Tree Wardens made contact with the school. Tree Warden, Judith Spicker to work with Drayton Primary School to take parties of school children to Littlewood to do forest projects. Parish Council to assist where advised by the Tree Warden. No further action.

7.2 Tree Warden's plans for the introduction of more trees to the village. Tree Warden, Joy Ramsey, advised 2 Copper Beech trees to go on KGV Playing Field by the new Children's Play-Area – to be installed after play-area complete, and to be dedicated to the Covid Victims of 2020. (These trees will be planted to replace the trees removed from Florence Carter Memorial Park.)  
Longdale – Shrubs or small trees to be planted along the new fence line to screen the fence. Garden Guardian was consulted first about the cutting routine as this could affect the use of gang-mowers, he advises a hedge close to the fence. He reported that any trees previously planted in this area have been cut down by local residents as they don't want trees overhanging and overshadowing their gardens. Dog Rose (Rosa Canina) hedging agreed.

8. **To consider CCTV quote for Green Lane car park**

Quote from TPI Security - £3,329.17 + VAT. It was **AGREED** not to proceed with CCTV but instead to install a sign stating that 'This area is covered by 24 hours surveillance'.

9. **To consider quotes from Tree Surgeons for maintenance on trees**

Quote from Ben Hogben - £5,265.00 + VAT.

Quote from GM Smith Trees - £7540.00 (No VAT – not registered)

Quote from Target Trees - £8,916.66 + VAT.

The Committee **AGREED** to accept the quote from Ben Hogben.

10. **To discuss options for the Parish Partnership Scheme 2023-24.**

A meeting had been held with Richard Pearson, Norfolk County Council, regarding the Green Lane Parish Partnership Scheme 2022-23. Scheme now complete and no further work planned. Debris is brought down the road in wet weather and gathers in the car-park, so no point painting white lines as these would be covered in debris.

The neighbouring landowner is concerned about fly-tipping on his land. Norfolk County Council confirmed the fence line is his responsibility so it will be up to him to erect a secure fence.

The surface of the car park has been blended with the road surface rather than have a hard edge that would be liable to breaking up and resulting in potholes.

Parish Partnership Scheme 2023-24 – Norfolk County Council will not support the installation of traffic restrictions outside the Red Lion.

Renew footpath across Drayton Triangle. Project cost £

Trees will be trimmed back by NCC and not included in the Parish Partnership Scheme costs - £4,752 from NR Asphalt, County Council's contractors.

Parish Council Contribution will be 50% £2,376.

The Committee **AGREED** to proceed with the Parish Partnership Scheme for 2023/24 at a cost of £2,376.

11. **Road List proposals for Best Kept Garden Competition 2023**

A list of roads for each councillor to inspect has been prepared.

The manager of Taverham Garden Centre has agreed to judge the competition. The Winner's Cup will be obtained from the previous winner.

The competition will be advertised in the next Newsletter.

12. **To consider maintenance requirements for 2023/24**

The Committee considered work they would like undertaken by the Maintenance Operative and will report back to the Staffing Committee.

13. **Matters to consider for the next Agenda**

13.1 The bench in memory of Lionel Wilkinson to go on the new play-area at King George V Playing Field.

13.2 Replace the Dudley Allen bench which has been removed from the concrete base outside Drayton Primary School, School Road. Obtain Quote from Realistic Futures so that bench matches others in the village.

14. **Date and time of next Environment and Highways meeting**

The date of the next meeting is 23<sup>rd</sup> February 2023 at 7.00pm.

Signed:

Dated: