

# DRAYTON PARISH COUNCIL

## ENVIRONMENT AND HIGHWAYS COMMITTEE

### MEETING MINUTES

Meeting held on Thursday 19<sup>th</sup> May 2022, 7.00pm, at Drayton Parish Council, Pavilion, King George Fifth Playing Field, Drayton High Road, Drayton, Norwich NR8 6AW.

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

Locum Clerk: Anne Barnes

Members of the public: Cllr N. Quinsey

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

Apologies for absence were accepted from Cllr C. Brown.

2. **Members' Declaration of Interest and requests for dispensation**

None.

3. **To approve the Minutes of the Committee meeting held on 17<sup>th</sup> February 2022**

The minutes of committee meeting held 17<sup>th</sup> February 2022 were proposed by Cllr Everett, seconded by Cllr Anderson and APPROVED. They were signed by the Chairman.

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

No comments were made by members of the public.

5. **To receive updates on committee matters arising from previous meetings**

5.1 Re-establishment of the Forest School which previously linked Drayton Infant School and Littlewood Woodland. Clerk to contact the school. **ACTION: Clerk**

5.2 Cllr Baker liaising with Joy Ramsey regarding the introduction of more trees in the village.

5.3 The majority of Bus Shelters in the village are already DDA compliant and all new installation will comply in accordance with legislation at the time. Heritage Cleaning will be contacted to undertake the bus shelter cleaning. **ACTION: Locum**

Cllr Anderson reported the sign at the top of the bus stop near Stower

Grange has been damaged and needed reporting.

**ACTION:**

**Locum**

6. **To consider quotes for bike racks outside Florence Carter Memorial Park**

Quotes had been received from the following companies (all quotes plus VAT):

Bike Dock Solutions	Traditional Sheffield Steel	£34.98 each
Bike Dock Solutions	Kirby Cycle Stand	£80.00 each
Broxap Street Furniture	Curve Cycle Stand	£85.00 each
Broxap Street Furniture	Camden M Stand	£92.00 each
Broxap Street Furniture	Penny Farthing Cycle Stand	£195.00 each

Cllr Morgan proposed purchasing 5 Traditional Sheffield Steel racks to be set into a concrete base, seconded by Cllr Everett and agreed unanimously. **ACTION: Clerk**

**7. To consider quotes for Tree Surveys**

Quotes had been received from the following companies:

Target Trees                      £666.67 plus VAT  
Trecare Consultants Ltd   £1607.00 plus VAT  
A T Coombes Associates Ltd   Failed to quote

Cllr Everett proposed accepting the quote from Target Trees, seconded by Cllr Anderson and agreed unanimously.

Cllr Morgan suggested Ben Hogbin could be contacted for a quotation in the future.

**8. To consider a project for Green Lanes Broadwalk**

Helen Sibley is off sick with Covid. Defer to next meeting to consider Ms Sibley comments.

**9. To resolve the position and cost of an additional bin in the vicinity of the bus stop outside The Cock Inn.**

Cllr Anderson proposed the bin on the opposite side of the road be relocated to the bus stop as it is currently not well used, seconded by Cllr Morgan and agreed unanimously.

**10. General improvement of the local environment e.g. wild areas, wildflowers, planting**

10.1 Cllr Kisby proposed wildflower planting on the island in the middle of Hurn Road, seconded by Cllr Anderson and agreed unanimously.

**Action: Clerk/Tree Warden**

Cllr Quinsey left the meeting.

10.2 Cllr Everett proposed the Parish Clerk contact Richard Pearson at Norfolk County Council to discuss options for the improvement of the traffic island area in the middle of the village, including the footpaths. Seconded by Cllr Kisby and agreed unanimously. Mr Pearson will also be asked to trim back the tree canopy on the island.

**ACTION: Clerk**

**11. To discuss layout for potential allotments at Church Farm**

Hopkins Homes had submitted a draft proposal for the layout of the allotments at Church Farm. Cllr Kisby proposed accepting the draft layout, seconded by Cllr Everett and agreed unanimously.

**12. Matters to consider for next Agenda for consideration**

12.1 Review the Terms of Reference of the Committee

12.2 Parking risks on Pendlesham Rise since the parking restrictions.

12.3 Update on Parish Partnership at Green Lanes

12.4 Update on Carter Road Traffic Management Scheme

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

**The next meeting will be held on 15<sup>th</sup> September 2022 at 7.00pm KGV Pavilion.**

Meeting closed at 19.50.

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