

Snettisham Parish Council

Amentities Group Meeting Notes

Date: Tuesday 26 October at 5.00pm

Location: Sports Pavilion, 13 Old Church Road, Snettisham, PE31 7LX.

Public involvement: 4 members of the public were present

Notes by: Kate Walker, Administrator

1. Apologies for absence

Cllr Gascoigne

2. Declarations of interest

None

3. Overview of items or actions from previous meeting/s

It is assumed actions remain outstanding therefore it was agreed to start a fresh & raise any previous items as new

4. Receive reports/updates & consider recommendations to Council on:-

4.1. Grass cutting, planting & areas in need of additional maintenance

CARRIED to next meeting once outstanding invoices have been paid. KW to find & send gardening contractor work list to Cllr Garwood

4.2. Lodge walk tree succession plan

*Cllr Garwood to send quote & plan to Clerk. **RTC - Consider costs for Lodge Walk tree succession plan***

4.3. Play equipment inspections

Personnel Group to discuss training to carry out inspections. Cllr Standeven & Cllr Cookson to follow up on ROSPA report actions

4.4. Defibrillator/s

*A defibrillator & cabinet has been secured free via the FA. It must be located at the Pavilion. Electrician has been to assess the job. **RTC - Consider part funding defibrillator installation costs***

Check of defibrillator/s needs to be planned. FA one to be done by FA. Clerk or Administrator to continue to do office defibrillator checks



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- Cllr Cookson to provide CPR Training Package costs to the Clerk. **RTC - Consider CPR training package.** Cllr Cookson to provide Emergency Bleed Control Kit costs to the Clerk. **RTC - Consider emergency bleed control kit***
- 4.5. Electric Charging Point for market square
Cllr Platt to look into options & bring to next meeting. Possible location would be discussed then
- 4.6. Bus shelter (50% match funding)
Not required
- 4.7. Clothes recycling bank
Clerk or Administrator to speak to Sedgeford to get more information
- 4.8. YMCA request for storage and funding
Clerk or Administrator to request uptake statistics. Cllr Deverick & Cllr Standeven to become the new YMCA liaisons. Cllr Standeven to follow up on storage request
- 4.9. Village Sign
RTC - Consider requesting return of village sign & refund for work undertaken
*Cllr Bailey to look into maintenance work required on village sign & Market Square posts & feedback costs etc to Clerk. **RTC - Consider maintenance work on sign poles***
- 4.10. Replacement Flag
RTC - Consider replacement flag
- 4.11. Common Car Park
*NOTE correction - should of read 'Parking Area'. **RTC - Consider creation of sub or working group to focus on all aspects of The Common***
- 4.12. Bins at the common
As RTC in 4.11
- 4.13. Common Heath restoration plan in line with NWT
As RTC in 4.11
- 4.14. Trod costs (£122k)
Clerk to investigate funding options
- 4.15. PC Office – lock & alarm / short terms improvements / long term plans
An open discussion on the future of the office took place. It was suggested a space could be made available within the Memorial Hall as part of the renovation. The Memorial Hall Steering Group to be asked to a future Amenities Meeting to give an overview of the plans
- 4.16. Printer/photocopier
RTC - Consider early termination of printer/photocopier contract
- 4.17. Office phone / mobile/s
Administrator to look into phone/internet costs & alternatives
- 4.18. Website (accessibility/content/ease of access of information/user friendliness)
Clerk/Administrator & Cllr Cookson to look into Website options
- 4.19. Commercial waste bin collection
Administrator to change frequency to fortnightly
- 4.20. Memorial Bench publication
RTC - Consider memorial bench article (Lynn News)
- 4.21. Remembrance Day celebrations



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Follow up meeting scheduled for 8/11/21

- 4.22. Snettisham Christmas Fair
Meeting with Events Committee scheduled, update to follow
- 4.23. Queens Jubilee celebrations
As 4.22

5. AOB

- 5.1. Flood & war memorial
Cllr Penty to give copy of quote to Clerk. RTC - Consider undertaking cleaning & repair work on flood & war memorial/s
- 5.2. Market Square Project next steps
CARRY to next meeting
- 5.3. ABC e-mail raising about condition of wood placed on play equipment due to Covid
Cllr Garwood & Cllr Penty to remove
- 5.4. Youth Club
How to deal with cancelled weeks. CARRY to next meeting
- 5.5. Rangers Visit
All Councillors to advise Clerk of anything that needs reporting to the Rangers. Clerk to put on Facebook to gain Parishioner input
- 5.6. Speed Advice Monitor
Should be moved every 3 months. Batteries in need of replacement. Clerk to check who is responsible & investigate if a tag of who to contact could be affixed
- 5.7. Xmas Tree
Cllr Bailey to provide Clerk with costs. RTC - Consider Christmas tree donation

6. Next meeting date

Tuesday 23 November, 5pm at the Pavilion

Recommendations to Council (RTC):-

Consider costs for Lodge Walk tree succession plan
Consider part funding defibrillator installation costs
Consider CPR training package
Consider emergency bleed control kit
Consider requesting return of village sign & refund for work undertaken
Consider maintenance work on sign poles
Consider creation of sub or working group to focus on all aspects of The Common
Consider replacement flag
Consider early termination of printer/photocopier contract
Consider memorial bench article (Lynn News)
Consider undertaking cleaning & repair work on flood & war memorial/s
Consider Christmas tree donation

Chairman – Cllr Robby Kerr
Locum Clerk – Miss Lolly Dawson
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