

Minutes of the Recreation Committee Meeting held on Monday 28 May 2024, commencing at 7.45pm when there were present:

Cllr B Clarke in the Chair  
Cllr N Dack  
Cllr C Karimi-Ghovanlou  
Cllr J Latchford  
Cllr S Parkinson  
Cllr T Yousefian

Also present: Clerk

**Apologies for absence**

None

**Declarations of Interest in items on the agenda**

None

**The Minutes of the meetings held on 28 February 2024** were confirmed by the Meeting and signed by the Chairman.

**Report items**

The Clerk reported that an oak on the boundary of Thorpe Marriott Green and Kingswood Court had been identified as needing a significant amount of work due to possible internal decay. The oak had had a picus test in 2018. The Council's arborist had advised that a climbing inspection was necessary to determine the amount of work and that he would carry out the work at the time of inspection. It was anticipated that the safety works would cost in the region of £1000. The Clerk was awaiting information from the arborist regarding the timing of the work, and the Committee instructed the Clerk to place an order for work should the arborist advise that it was urgent.

**The current budget picture** was received.

**To agree a date for the Annual Risk Assessment tour**

Councillors were reminded that, due to the number of sites, the tour was usually held over two days. The Clerk would email possible dates to Councillors for their consideration.

**To review the permission for the clothing bank sited at Sandy Lane Car Park**

It was agreed that, as there had been no problems since the clothing bank had been sited in the car park, Planet Aid could continue to have their collection point in the car park.

**To consider quote for the reduction of the height of the hedge on the boundary with Isbets Dale and Kingswood Court**

There had been difficulties in obtaining three quotes for consideration given the poor access to the hedge caused by brambles and other undergrowth. It was **RESOLVED** to accept the quote in the sum of £2000 received from BH Trees and Woodland Consultancy. Councillors commented that the quote was very reasonable for the amount of work to be carried out.

**To receive the electrical and structural testing report for the car park lights at Sandy Lane and to consider quote for remedial works**

Cllr Yousefian declared a personal interest in the agenda item as the Contracts Manager of Westcotec was known to him. He abstained from the discussion and the vote.

The recent electrical and structural inspection of the car park lights had confirmed that the electrics were satisfactory but that the 3 lighting columns had deteriorated and were in urgent need of replacement. Being the cheaper of the two quotes received, councillors **RESOLVED** to accept the quote from Westcotec, in the sum of £5940.

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**To consider quotes for the paving of the side return and the re-laying of the slabs at the rear of Taverham Village Hall**

The Assistant Clerk had contacted 4 landscaping companies, met with 3, and only received quotes from 1 contractor for the paving of the side return and for re-laying the slabs in the village hall garden. Although councillors had hoped to complete all works during 2024/25, they were conscious of the unexpected high cost of the replacement lighting columns so were mindful of the budget. It was agreed that the re-laying of the slabs in the rear garden should be prioritised over the paving of the side return as the rear garden was a direct fire exit. The Committee would consider the possibility of paving the side return toward the end of the financial year if funds would allow. Councillors **RESOLVED** to accept the quote from D. Thorogood in the sum of £1950 to re-lay the slabs in the village hall rear garden.

**To consider quotes for the bark top up at Thorpe Marriott Green Play Area**

It was **RESOLVED** to accept the quote from TMA Bark Supplies in the sum of £2485.20 for the supply of 40m3 of pine nuggets for topping up the safety surface at Thorpe Marriott Green. RGM had also submitted a quote for labour in the sum of £1300 which was also accepted by the Committee.

**To identify potential projects for recreation areas for the period 2025 – 2030**

The Meeting confirmed that the play area at Thorpe Marriott Green would be replaced as soon as funds would allow.

Councillors stated that they would like the play equipment at The Drove to be refurbished. This project should not cost a large sum as the play panels could be replaced and the Council’s warden could repaint the equipment.

The installation of a CCTV system at Sandy Lane Play Area should be considered. A recent quote for a solar powered camera system had been submitted in the region of £15,000. It was not possible to connect a system to the car park lights as the lights were on a timer. It was suggested that the Council considers installing a camera system when works to the tennis courts were in progress as there would be substantial ground works already planned which could then accommodate underground cabling.

The Meeting closed at 8.44pm

Signed.....

Dated.....