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21 July 2026

COUNCILLORS are summoned to attend a meeting of Woodlands Committee to be held on 27 July 2026, in Suite 2, Taverham Village Hall, to be held after the Planning Committee meeting which commences at 7.30pm.

S.Salmons (Parish Clerk)

AGENDA

To receive any apologies for absence

To received Declarations of Interest in items on the Agenda

To confirm and sign the Minutes of the meetings held on 11 May 2026

Report items

To receive the current budget picture

To consider quotes for the replacement of the gate at Norgate Way

Woodland volunteers forum

Parishioners are welcome to attend the meeting and my speak on agenda items only with prior permission from the Committee Chairman

Woodlands Committee meeting held on Monday 11 May 2026, commencing at 7.30pm when there were present:

Mrs L Barrington-Smith in the Chair
Mrs J Latchford
Mrs C Karimi-Ghovanlou

Also present: Councillors Clarke, Dack, Ellis, Matthews and Parkinson, County Councillor Clancy, Clerk and two members of the public.

Apologies for absence - None

Declarations of Interest – None

The Minutes of the meeting held on 9 February 2026 were confirmed as correct and were the signed by the Chairman.

Report items

The Woodland Volunteers had reported that the gate at Norgate Way was deteriorating and in need of replacement. Quotes for a new gate would be discussed at the July Committee meeting.

The current budget picture was received. It was noted that it was the final report for the 2025/26 financial year.

To consider request to site a memorial bench in Ghosthill Wood

Councillors were concerned about the number of memorial bench requests that were being received and were concerned that the Wood would become cluttered. It was agreed that this request would be the last granted, and that the bench should be located either at the bottom of the wood or at the top opposite the infant school.

To consider request in principle to scatter ashes in Ghosthill Wood

The request was agreed but Councillors stated that there should be no plaque or memorial where the ashes were scattered.

To agree a date for the annual risk inspection tour

Councillors Barrington-Smith, Kelly and Latchford agreed that they would arrange a date to carry out the risk assessment.

Tree Warden's Forum

First Aid training for the woodland volunteers needed to be arranged.
Councillor Barrington-Smith advised that she would apply to the Woodland Trust for a tree pack to be planted this winter.

The Meeting closed at 7.47pmpm

Signed

Dated

**TAVERHAM PARISH COUNCIL
WOODLANDS COMMITTEE – BUDGET PICTURE 21ST JULY 2026**

EXPENDITURE

<u>Heading</u>	<u>Budget</u>	<u>Spent</u>	<u>Expected</u>	<u>Y/E Balance</u>
Running Costs				
Fido Bin Contract	£1,895.00	£0.00	£1,895.00	£0.00
Woodlands "Events"	£100.00	£0.00	£0.00	£100.00
Volunteers Materials	£300.00	£0.00	£0.00	£300.00
Surgery/Felling/Replanting	£5,000.00	£0.00	£150.00	£4,850.00
Maintenance Contract	£4,285.00	£1,050.00	£3,150.00	£85.00
Horticultural Contract	£1,140.00	£276.12	£828.36	£35.52
Fencing	£200.00	£0.00	£0.00	£200.00
Pathways	£550.00	£0.00	£0.00	£550.00
	£13,470.00	£1,326.12	£6,023.36	£6,120.52
Projects	£1,000.00	£0.00	£0.00	£1,000.00
Contingency	£1,500.00	£0.00	£0.00	£1,500.00
COMMITTEE TOTALS	£15,970.00	£1,326.12	£6,023.36	£8,620.52

RFO
21st July 2026

To consider quotes for the replacement of the gate at Norgate Way

Background

At the previous Committee meeting, the three-metre, five-bar gate at Norgate Way was identified for replacement. It has since been noted that the gate posts are rotten and also need replacing.

Quotes received

Quotes were obtained for a replacement gate as follows:

- | | |
|--|----------------|
| • Thompson Saw Mill: 10 feet wide — £170.96
2no 175mm x 175mm x 2.4m posts - £109.06 | Total: £280.02 |
| • Jacksons Fencing: 3m wide — £156.55
2no 175mm x 175mm x 2.4m posts - £167.60 | Total: £324.15 |
| • David Musson Fencing: 10 feet wide — £173.35
2no 175mm x 175mm x 2.4m posts - £95.06 | Total: £268.41 |

Additional considerations

The quotes exclude delivery, postmix and ironmongery. The existing hinges and fittings may be reusable,

Recommendation

It is recommended that the Council order the replacement gate and posts from Thompson Saw Mills as they are a local company, and to ask the Council's Ranger to carry out the installation.