

DRAYTON PARISH COUNCIL
ENVIORNMENT AND HIGHWAYS COMMITTEE MEETING
MINUTES

Meeting held on Thursday 23rd February 2023, 7pm at Drayton Parish Council, Pavilion King George V Playing Field, Drayton High Road, Drayton, Norwich, NR8 6AW

Present: Cllrs J. Anderson, C. Brown, J. Edward-Smith, G. Everett, K. Morgan (Chairman), H. Kisby and S. White

In attendance: Amy Gallant, Assistant Clerk & RFO

Parishioners: None.

1. Apologies and consideration of acceptance for absence.

No apologies received.

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

None declared.

3. To approve the minutes of Committee meeting held 17th November 2022.

The minutes of the meeting held on 17th November 2022 were approved as an accurate record and signed by the Chairman.

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

None present.

5. To receive updates on Committee matters arising from previous meetings.

Noted.

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

Further to the report provided, it was confirmed by the Green Infrastructure Officer, Helen Sibley, that the route connected residents from the South/West of the Village to the North and further on to Drayton Drewray and Horsford and that some of the Green Infrastructure funds allocated to Drayton could be used on making the steps safe.

The footpath was noted as very well used and a quotation for a handrail, repair to the bottom step and the addition of shingle or similar along the bottom path was proposed by Cllr. Anderson, seconded by Cllr. Everett with 5 members for, 1 against and 1 abstention.

ACTION: Clerk

7. To consider hedging alongside Longdale fencing.

The Committee considered the effects of hedging along the fence, concluding shrubs or similar could cause the fence to deteriorate more quickly and a proposal for no further action was proposed by Cllr. Brown, seconded by Cllr. Edward-Smith with 4 members for, 1 against and 2 abstentions.

It was noted a schedule of works to maintain the fence would be useful.

ACTION: Clerk

8. To consider a bench in memory of Lionel Wilkinson to be installed on the new play-area at King George V Playing Field.

It was noted the bench was also in memory of Dianne Wilkinson and would be installed following completion of the new playground. The Committee agreed to purchase a 3-seater bench from Realised Futures using CIL funds and store in the garage until such a time that the bench could be installed.

ACTION: Clerk

9. To consider the role of Maintenance Operative.

The Committee considered the role of the Maintenance Operative and made recommendations to the Staffing Committee for consideration.

ACTION: Clerk

10. To consider the use of Village Gateways.

The Committee concluded Village Gateways would do little to reduce speeding and were more appropriate for rural villages. It was noted that the location for the gateways would be challenging due to the staggered boundary with Taverham and could cause confusion. It was proposed not to proceed with Village Gateways at this time with all in favour.

11. To consider sign for bike rack on Pond Lane.

The Committee noted that the bike rack was rarely used and considered if the public knew they were there because they were fairly hidden from the roadside.

The Committee agreed to consider quotes for a metal directional sign, which could be adhered to a streetlight, at the next meeting.

ACTION: Clerk

12. To consider plans for Best Kept Garden Competition.

It was noted that the allocation of gardens for inspection had been drafted and required circulating to Councillors.

ACTION: Clerk

The Committee confirmed the competition would judge front gardens only, and a shortlist of 2 front gardens out of each allocation would be judged in July to award 1st, 2nd and 3rd place.

It was noted that the Council would not retain General Power of Competence for 2023/24 and the Committee would need to consider under which power the competition would run.

ACTION: Clerk

13. To consider additional works to be carried out by Ben Hogben to broken branches.

The Committee agreed for additional works to be carried out.

ACTION: Clerk

14. To consider an improved bus shelter at the Cock Inn.

The Committee agreed to consider costings at the next meeting for the improvement of the existing bus shelter at the Cock Inn including the purchase and installation of a perch bench.

It was noted that the frequency of buses outside the Cock Inn was higher than in other areas meaning members of the public did not have to wait as long for a bus and the Committee agreed to consider the purchase and installation of a perch bench at the bus shelters outside the Otter Pub and the bottom of Longdale as well.

ACTION: Clerk

15. To consider contract specification for Verge Maintenance.

The Committee considered the specification for Verge Maintenance and made no recommendations for amendment and/or negotiations.

16. To consider planting a permanent Christmas Tree.

It was noted that TT Jones Electrical did not typically install Christmas Trees as part of their service Christmas Lights service and the Committee agreed to focus on appropriate installation of a temporary Christmas Tree instead of planting a permanent Christmas Tree.

ACTION: Clerk

17. Matters to consider for next Agenda for consideration.

- To review the schedule for Bus Stop Cleaning
- To consider maintenance to footpath from Sheridan close to Taverham Road
- To review maintenance needs of Notice Boards

18. Date and time of next Environment and Highways meeting

25th May 2023