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SWAFFHAM TOWN COUNCIL

Minutes of a Recreation Ground Committee Meeting held on Tuesday 4th October 2005 at 7.00p.m. in the Council Chamber, Town Hall, Swaffham.

Present:- Cllr J Stockdale (in the Chair)

Cllr. A Greaves, Cllr. S. Lister, Cllr. C Baker,
Mr A Pane (7.08pm), Mrs S. Palmer, Miss Zoe ?

Deputy Town Clerk: Mrs. M. Meyrick
Assistant Town Clerk: Mrs R Noble

1. To receive apologise for absence.

1.1. Mrs S. Polaine-Leonard, Cllr. B Emmerson.

2. To receive declarations of interest for items on the agenda.

2.1. None.

3. To receive and agree the minutes of a meeting held on Tuesday 6th September 2005:

3.1. The minutes of the meeting held on Tuesday 6th September 2005 were agreed and signed as a true record by the Chairman.

4. Planning Application

4.1. The Deputy Town Clerk informed the committee they had backing from the Town Council to apply for planning permission for the whole project on the recreation ground. There is still the dilemma of having a plan drawn up to enable planning to be applied for.

5. Recycling Area

5.1. The Deputy Town Clerk also informed the committee they had the backing from the Town Council to carry out more research into applying for planning permission to place recycling units somewhere in the town.

5.2. It was stated that there were a number of premises that were interested in having bins for recycling on their property. The Deputy Town Clerk would be sending correspondence to formalise this offer.

5.3. A letter from Breckland Council was circulated stating planning permission would be required to have recycling bins on property which was not Town Council property.

5.4. A short discussion took place relating to a recycling company who would like to be involved in the recycling, The Deputy Town Clerk stated she would contact this company directly to gain more information.

6. Consultation Event on 1st October 2005

6.1. The display at the consultation event at the Community Centre proved to be a great success – the Deputy Town Clerk thanked all the committee members involved during the day. There was a lot of interest created both for and against. The main concerns highlighted were:-

- The need for toilets, some people could not see the viability of the whole project if toilets were not provided.
- The possible neglect of the facilities once there were in place.
- The facilities would not be used and so be a waste of money.

The public were told that now the funders not only want to know how the project is put together and how the money will be spent but they also want to know the sustainability

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of the recreation ground in the future. The committee has to produce a business plan that shows what happens after the project is completed and 3 years after that.

7. Information from Committee Members

7. 1.It was reported there has only been one reply from letters which were sent to organisations in the town by committee members. The Deputy Town Clerk requested that members follow up the letters which have been sent to organisations in the town and have answers to her by Monday 31st October.

7.2. A sketch of a proposed sensory garden was circulated to all members, it was suggested maybe seats or benches could be provided by local residents in memory of a loved one. The committee members involved with this part of the project will be seeking quotes on the design provided.

7.3. Quotes for fencing around the dog walking area were circulated, quotes for bins, seats, signs, lights and CCTV are still awaited, the Deputy Town Clerk stated she would chase up quotes.

7.4. A discussion took place relating to trees/shrubs on the Recreation Ground, it was stated that English Heritage will provide these free of charge provided there is a guarantee that will be maintained for a minimum of three years. More research will be required for this.

7.5. A short discussion took place on the toilets, on how many and where they would be placed, this would be ascertained once the funding is secured and if there is enough funding available to move them to the middle.

8. Any Other Related Issues

8.1. A question was raised at the last meeting with regards to age restrictions for play equipment and the concern that adults with mental difficulties would not be able to use the equipment. The Deputy Town Clerk has recently spoken to a playground manufacturer about this and was informed that the equipment is strong enough for an adult to use and the age stipulations for play equipment is a mental age, stimulation purposes and is only regarded as a guideline.

8.2. The Deputy Town Clerk informed the committee that there are other funders who would be interested in the recreation field project, the business plan could be submitted to a number of different funders.

8.3. A discussion took place relating to lighting, it was suggested if lighting is situated around the Recreation Ground that maybe hook up electrical points be fitted at the same time.

8.4. The Deputy Town Clerk stated all information needs to be in place to allow her to put a presentation to the Full Town Council in November. The Town Council’s approval is required with a letter from them showing that they are in favour of the project and are willing to take on the maintenance once it is completed. The Business Plan will be presented to the Town Council in December in order that grant funding can be applied for at the beginning of the New Year.

9. To Agree a Date for the next Meeting

9. The next meeting will be on Tuesday 8th November at 6.30pm

Meeting Closed at 8.50pm

Chairman