

DEREHAM TOWN COUNCIL

23rd August 2022

At a virtual meeting of the **Heritage & Open Spaces Committee** held on **Tuesday 23rd April 2022** upon the rising of the Planning Committee.

Present: Councillors P Duigan (Chairman), K Cogman, L Monument and P Morton.

Also in attendance: Councillors H Clarke (substitute for C Bunting) and H King, Town Clerk Tony Needham, Town Council Officer G Drew, Footpath Warden K Hawkins and C Coleman (aboutDereham)

1. **To receive apologies for absence.**
Apologies for absence were received from Councillors A Brooks and C Bunting.
2. **Declaration of Interest.**
There were no declarations of interest.
3. **To elect a Chairman**

Councillor P Morton proposed Councillor P Duigan, seconded by Councillor L Monument. There were no other nominations. It was agreed that Councillor P Duigan be Chairman of the Heritage & Open Spaces Committee.

4. **To elect a Vice-Chairman**

Councillor P Duigan proposed Councillor P Morton, seconded by Councillor H King. There were no other nominations. It was agreed that Councillor P Morton be Vice-Chairman of the Heritage & Open Spaces Committee.
--
5. **To receive Footpaths Warden's report and discuss any matters arising from the report.**
The Footpath Warden Mr Ken Hawkins presented his report to the committee.

RB3 Nothing appears to be progressing and so Councillor P Duigan confirmed he would arrange a meeting with County Councillor W Richmond and officers, to try and move things along.

FP14 (Rolling Pin Lane) Ken explained there was a terrible problem with wasps along this route and he has been unsuccessful in getting Norfolk County Council or Breckland Council to assist. He had put up temporary signs in the area to warn the public there are wasps in the area, however these had been taken down.

The Clerk agreed that warning signs could be provided and erected with the help of Ken Hawkins identifying the location.

RB37 The large tyres needed to be removed by Breckland Council before anything could progress. Councillor P Morton confirmed he would speak with Councillor A Webb to ascertain who the point of contact was at Breckland Council.

Hern Road informal path around container storage. The path, while established through a planning condition, it has never been dedicated as a PROW. There has been issues with trying to fence the path off which, to some extent has been resolved, but the exact extent of the path has not been marked. The lack of marking has is what led to the neighbouring land owner trying to fence the path off.

The committee recommended that the Town Clerk contact the landowner regarding marking their boundary and the possibility of getting the land dedicated as a PROW.

Job Role

To confirm the continuing appointment

Ken explained he had been the Footpath Warden for many years now, and felt it may be time for the Town Council to confirm they were happy for this appointment to continue. Councillor P Morton expressed that he would like to see Ken continue as Footpath Warden, he had put a lot of work in to this role which was very much appreciated.

The committee recommended that K Hawkins continue as voluntary Footpath Warden. It was also recommended risk assessments for the role should be reviewed and an up-to-date identity card should be provided.

To consider changing the title

Ken explained that the Norfolk Local Access Forum were recommending the title of Footpath Warden should be renamed Community Access Warden. There was slight concern that this title may be too ambiguous and cause confusion about what the Warden is responsible for.

The committee recommended that K Hawkins should decide on the job title he would like to be referred by, but including Footpath Warden in the title would be preferable if possible.

To consider additional people assisting the Footpath Warden

There were a couple of people who had expressed interest in helping Ken with his duties. Ken would welcome this assistance and just wanted clarification from the Town Council that this was acceptable.

The committee recommended that K Hawkins could appoint up to two deputy wardens to assist him with his duties.

6. To discuss possible additional items for Wayfinding Project

Carolyn Coleman of aboutDereham gave a short presentation regarding potential locations for new noticeboards around the town.

Carolyn also provided an update on plans for signage and interpretation boards when the Queen Mother's Garden reopens.

The committee recommended that the Post Office, Windmill, Toftwood Coop or Social Club, Wright's Walk and Chapel Walk would be good

locations for new noticeboards.

The committee recommended that a £1200 contribution from the Wayfinding Project could be provided for new signage and interpretation boards for the Queen Mother's Garden.

7. Update on Country Park and to consider next steps

The Town Clerk gave an update on the Country Park and the anticipated timeline over the next couple of years. To achieve planting in Autumn 2023/Winter 2024, it would be beneficial engaging the Farming and Wildlife Advisory Group (FWAG) to prepare applications for grants for tree planting and hedge planting not covered by the HLS.

In order for paths and hedges to be laid out as per the preferred layout, the location of existing features needs to be accurately plotted on a map, the park features overlaid and then marked on the ground.

The Town Clerk suggested that it may be beneficial to commission an illustration of how the site could look in the future, to help better communicate the Council's vision to the public. The cost of the illustration could be around £2,000.

The committee recommended commissioning FWAG to apply for funding for tree planting and hedge planting.

The committee recommended commissioning a detailed survey of the site so that the draft plan can be plotted on the ground.

The committee recommended commissioning an illustration of the area, and releasing press releases to keep the public updated.

8. Update on taking over the management of the Neatherd

The Town Clerk gave an update on the current position. Councillors needed to consider the bylaws and who would enforce them. It would be sensible to renew the bylaws once the takeover has completed, as the current ones do not give permission for anyone to park on the Neatherd.

9. Exclusion of Press and public

Proposed by Councillor P Duigan, seconded by Councillor L Monument it was agreed to pass a resolution to exclude the Press and Public from the meeting on the grounds that the Business to be transacted is confidential and publicity would be prejudicial to the public interest.

10. To consider contractor for seeding Country Park

The committee were content to use Mr Hambidge as the value of the contract was likely to be below the threshold for tendering, and the price charged could be checked against standard rates for the same work.

Chairman