

DEREHAM TOWN COUNCIL

25th October 2022

At a meeting of the **Heritage & Open Spaces Committee** held on **Tuesday 25th October 2022** upon the rising of the Planning Committee.

Present: Councillors P Duigan (Chairman), C Bunting, H Clarke (substitute for A Brooks), H King, K Cogman and L Monument.

Also in attendance: Town Clerk Tony Needham, Deputy Town Clerk Jillian Barron, Community Access/Footpath Warden K Hawkins and County Councillor W Richmond.

1. **To receive apologies for absence.**
Apologies for absence were received from Councillors A Brooks and P Morton.
2. **Declaration of Interest**
There were no declarations of interest.
3. **To receive report from the Community Access Warden and consider Role Description.**
The Community Access/Footpath Warden Mr K Hawkins presented his report to the committee.
The Role Description for the Community Access/Footpath Warden was agreed.
4. **To consider Town Council representation on the Dereham Heritage Trust (Cllr Duigan)**
The committee agreed that having a representative on the Dereham Heritage Trust may no longer be appropriate and that the relationship between the Council and the Heritage Trust should evolve to allow a member from the Heritage Trust to attend the Heritage and Open Spaces committee meeting twice a year to give a report on what they had been doing and what their future plans may be.

The committee recommended that the Town Clerk write to Dereham Heritage Trust advising that it was felt that a representative from the Town Council may no longer be appropriate and inviting them to give a report to the committee twice a year.
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5. **To consider preparing draft Terms of Reference for the representative on the Dereham Heritage Trust (Cllr Duigan).**
This item was deferred.
6. **To consider the drafting of Terms of Reference for Assistant Footpath Warden/s (Cllr Duigan)**
The committee agreed the draft Terms of Reference for the Assistant Footpath Wardens.

7. **To consider bids for the parish Partnership 2023/24.**

The committee recommended the following proposals for the Parish Partnership Scheme – 2023/24:

- 1 x three bay cantilever bus shelter with half end panels for Norwich Road, between the accesses to Hornbeam Drive and Dereham Town Football Club
- 1 x two bay cantilever bus shelters no end panels for Station Road, between Morrisons and the Recreation Ground.
- 2 x two bay cantilever bus shelters no end panels for Yaxham Road, near the access and opposite Handel Drive.
- 1 x two bay cantilever bus shelters no end panels for School Lane, near the access to Boyd Avenue

Total cost to the Town Council £9000.

8. **To consider changes to frequency of formal tree surveying.**

The committee recommended that the frequency of formal tree surveying be carried out annually.

9. **Update on the surfacing of Shillings Lane.**

The work to improve the surface of Shillings Lane is due to start in the next week. This work is jointly funded by Dereham Town Council and Norfolk County Council and was designed to connect to the surfacing works to be carried out by Taylor Wimpey to connect their current site to the FP10 at the Neatherd car park. While the works to be carried out by Taylor Wimpey were requested by NCC who provided Breckland with a form of words to be included in the 106 agreement, unfortunately Breckland Council neglected to include these works in the 106 agreement, so it is going to be difficult for Breckland Council to compel Taylor Wimpey to do the improvement works. Councillors are being made aware as it will appear odd that the muddiest part of Shillings lane has been left unsurfaced.

Chairman