



Minutes of the **General Purposes Committee Meeting of the Town Council**  
held on Monday 2<sup>nd</sup> August 2021 at 7.00pm in The Town Hall, High Street, Stalham.

Present: Cllrs M Baker, K Bayes, J Bird, P Eden, P Hanton, M McGeary, S Toone (chair).  
Clerk: Mrs S Hunt

- 1. Minutes.** The minutes of the meeting held on Monday 28<sup>th</sup> June 2021 were AGREED as a true and correct record and signed by the Chair.
- 2. Apologies.** Apologies were received and accepted from Cllr C Gelinas and M Green, alternative commitment.
- 3. Declarations of Interest.**  
Cllr Eden notified the meeting that she was no longer an allotment holder.
- 4. Updates on Matters not on the agenda.**
  - 4.1 Highways Meeting- Allotment/Staithe Area. No date set – Staithe work a priority.
  - 4.2 Hardcore Application to Allotment Roadway. Cllr Toone has this in hand.
  - 4.3 Replacement of gate on closed churchyard on Campingfield Lane with Wrought Iron Gate.  
Faculty approved. Order placed – backlog of work has caused delay.
- 5. Public Participation.** None.
- 6. Town Planning.**
  - 6.1 Applications. None.
  - 6.2 Decisions. None.
- 7. Highways and Footpaths.**
  - 7.1 Highways – No current updates – system of shared log in is working well.
  - 7.2 Footpaths – All footpaths except for FP12, stepping stone lane to A149 are passable. This cross field path has been reported.
- 8. Burial Ground.**
  - 8.1 Quotations for Design Service. One received, one declined, one awaiting information.
  - 8.2 No record of consecration of current area found on record. Minutes to be checked at Archive Centre when new minutes deposited.
  - 8.3 Re-grassing/turfing new graves. Report provided to clerk. If under six months funeral directors to be contacted.
  - 8.5 Costs of burial for those under the age of 5. Clerk to reclaim costs when this occurs so there is no cost to the family.
- 9. Allotments.**
  - 9.1 To receive bi-monthly report. Cllr P Eden reported a number of issues including grass cutting. Clerk to send letters to those identified. Quotes to be obtained for grass cutting.
  - 9.2 Update on occupancy. Currently no waiting list. All plots occupied.
  - 9.3 Charges for 2021/22. To be reviewed once pest control/grass cutting costs ascertained. Currently £33.50/full allotment and £16.80/half allotment. Deposit does not reflect charges to bring plots back to cultivated standard in many cases. Local Councils charges to be obtained. Three monthly inspections to take place, examples of tenancy agreements to next meeting. Letter to all allotment holders re: grass cutting to pre-warn of potential costs.
  - 9.4 Grass cutting at allotments. This is not being undertaken by plot holders- quotes to be obtained.
  - 9.5 Pest control quotation. Meeting scheduled.

**10. Streetlights.**

Town Clerk: Mrs. S Hunt

58 Hercules Road Hellesdon NR6 5HH

E-mail: [clerk@stalhamtowncouncil.org](mailto:clerk@stalhamtowncouncil.org)

Tel: 07881638145

**10.1** Streetlight report received. Cllr P Hanton. There is currently tree growth obscuring streetlights – details to be forwarded to clerk.

**11. Closed Cemetery and Churchyard.**

11.1 Closed Cemetery Works. Another working party is being organised.

11.2 Removal of Trees and pew in Churchyard. Some removed, more to be undertaken as possible.

**12. Other Assets/Areas of Work.**

12.1 To receive an update on any other areas covered by the Committee.

12.2 Stalham Green Pond – overgrowth and Willow Tree to be inspected. NNDC to be advised of tree work necessary.

12.3 Parish Online meeting can now be scheduled. Cllr S Toone.

12.4 Cutting schedule for tender. Not yet available.

**13. Budget.**

Budget to date and Ear Marked Reserves to be circulated.

**14. To Consider Committee Structure.**

It was felt that the additional work from Leisure could be accommodated.

**15. Matters for reporting or future agenda.**

Trustee Meeting – Monday 9<sup>th</sup> August at 6.45pm Town Hall  
Next Meeting of full Council – 9<sup>th</sup> August 2021, Town Hall, 7pm.