

**Minutes of the Meeting of the  
Playing Fields, Allotments and Amenities Committee  
held on Tuesday 23<sup>rd</sup> September 2025 - 7pm at Diamond Jubilee Lodge**

**Present:** Cllr M Hicks (Chairman)  
Cllr D. Maidstone  
Cllr M. Maidstone  
Cllr S. Gurney  
Cllr N Barker

**Also in Attendance:**

Mr D Marshall (Admin), Mr K Sage (Facilities Manager) and 2 members of the public.

The Chairman welcomed all to the meeting.

**1. Apologies and acceptance for absence**

Apologies were received from Cllr D Fahy

**2. Declarations of Interest and Dispensations**

No Declared interests or dispensations

**3. Approval of the Minutes from**

The draft Minutes had been circulated from the meeting of 12<sup>th</sup> June 2025. These were **AGREED** and signed as a true and accurate record of the meeting.

**4. Public Participation**

**2 members of the public were in attendance.**

- 1 member of the public gave a short speech about **How do you learn to grow food at allotments?**
- The research involves voluntary interviews and observations with fellow allotment gardeners and other stakeholders. This would give access to healthy produce which would be environmentally friendly, a way to share knowledge and showcase to the allotment community.
- There was a request to display a recruitment flyer on the site's noticeboard to invite potential participants. A flyer along with a research poster was provided in the pack for reference. This was agreed in principle and would be added to the agenda for the next meeting.

**5. Items from previous Minutes to discuss**

Nothing discussed from previous meeting.

**6. National Tennis Discussion**

**a) Briefing report**

- Facilities manager supplied to the council a briefing report for the councillors to review.

**b) Agreement**

- Cllr S Gurney requested to see incoming and expenditure in and out from the NTA, and concerns raised about not using the courts for netball bookings.
- NTA started in 2022 as a non-profit agreement end next week.
- Approach Sprowston Clerk on what tennis arrangements they offer.
- It was proposed to cancel the NTA from Cllr S Gurney, 2<sup>nd</sup> by Cllr N Barker

**7. Allotments Update**

**a) Red Letters sent out**

- Supplied information and photos had been supplied showing several plots who had not been keeping their plots upto the standard that is required by the council and had received at least 3 letters. It was put forward that these plot holders would receive eviction letters which is stated in the allotment rules under section 8.4. This was proposed by Cllr M Maidstone and 2<sup>nd</sup> by Cllr S Gurney, and all voted yes.

**b) CCTV**

- Member of the public complained about the CCTV screen being visible in the allotment toilet block. It's now been moved inside a cupboard out of sight.

**c) Gate Padlock**

- This has been reported as slightly broken, Cllr M Hicks suggested said use push number lock that self closes both sides of the gate. It was proposed to obtain 3 quotes by Cllr S Gurney and 2<sup>nd</sup> by Cllr M Maidstone.

**Members of the public left at 20:02 and 20:09**

**8. Sports which include:**

**a) pitch hire/football/bowls/tennis. Netball prices update to discuss for 26/27**

- D Marshall to check what other council charge for their sports rates and make a comparison.

**b) Ref Facilities**

- It was agreed that the referee officials would use the disabled toilets to change in and other options would be looked at such at the use of Porto cabins.

**9. Recent Fencing quotes along the side of the playing fields**

- There has been 3 quotes received to carry out the V-mesh fencing K Sage suggested using G&G fencing, this was agreed by Cllr S Gurney and 2<sup>nd</sup> by Cllr D Maidstone.

**10. Tree Inspections (including dead tree in carpark)**

- Silver birth tree in the parish council carpark needs to be taken down, as its rotten and dead. 3 quotes will need to be obtained, and this was agreed by the council committee members.

**11. Update on Cottingham's Park**

- Nothing now can be put in Cottingham's Park, proposal for gym equipment to be cancelled.

**12. Recreation Ground observation regarding email to office.**

- No investigation is required, as there is no evidence to support any foul play, with dogs becoming ill on the grounds. There are notices to keep dogs on leads and walk their dogs around the perimeter of the grounds.

**13. Electrical & Textile Bank**

- A skip to be put just outside the parish office by the chain fencing, this was agreed by all councillors to go ahead.

**14. Items for next agenda**

- Discussion on budget for sports prices
- Tennis Finances

**15. To confirm date and time and venue of the next meeting.**

Wednesday 5<sup>th</sup> November 2025

Meeting Closed at 8.55pm

