HELLESDON PARISH COUNCIL

The Council Office, Diamond Jubilee Lodge, Wood View Road, Hellesdon, Norwich, NR6 5QB
Tel: 01603 301751 - www.hellesdon-pc.gov.uk - email: contact@hellesdon-pc.gov.uk

Notice of Environment Committee meeting to be held on Tuesday 20 October 2026, 5.30pm in The Council Chamber, Diamond Jubilee Lodge, Hellesdon, Norwich NR6 5QB

Councillors are summoned to attend for the purpose of transacting the following council business:

The Openness of Local Government Bodies Regulations 2014 permit attendance by members of the public and media for the purpose of reporting, filming, photographing or audio recording public meetings. Anyone wishing to record proceedings is requested, as a courtesy, to notify the Chair or Clerk before the meeting commences. Any recording must not be disruptive to the conduct of the meeting.

AGENDA

1. **Apologies and acceptance for absence**
2. **Declarations of Interest and Dispensations**
3. **Public Participation**
   Members of the public are invited to speak and are **only** permitted to speak at this point in the meeting. (Public participation shall be in accordance with Standing Orders and shall not exceed 15 minutes unless such time is extended by the Chairman).
4. **Approval of the minutes of the meeting held 11 August 2026**
5. **To receive budget monitoring report and to note**
6. **To receive a verbal update on the screening of the People's Emergency Briefing**
7. **To receive an update on the Miyawaki Woodland Planting Project**
8. **To consider the date, time and venue of the next meeting. This will the budget setting meeting for 27/28 financial year.**

Jonathan Hall
Clerk to the Council **Dated 14 October 2026**

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Minutes of the Meeting of Hellesdon Environment Committee on Tuesday 11 August 2026 5.30pm held in the Council Chamber, Diamond Jubilee Lodge, Hellesdon, Norwich, Norfolk NR6 5BZ

Present:
Cllr Ian Duckett (Chairman)
Cllr David Britcher
Cllr Andrew Lock
Cllr David Maidstone
Cllr Mel Maidstone

In Attendance:
Jonathan Hall (Clerk & RFO)
Kevin Sage (Facilities Manager)
One member of the public – Debbie Pegg

1. Apologies and acceptance for absence
Apologies were received and accepted from Cllr John Knowles .

2. Declarations of Interest and Dispensations
No declarations were made or dispensations requested.

3. Public Participation
None.

4. Approval of the minutes of the meeting held on 12 May 2026
The minutes were **APPROVED** and signed as a true and accurate record of the meeting and were signed by the Chairman.

5. To receive budget monitoring report and to note
The report had been circulated to members prior to the meeting. Whilst the materials for the Miyawaki Tree project had been ordered, no invoices had yet been received and processed. The report was noted.

6. To consider arranging a screening of the People's Emergency Briefing
The committee discussed hosting a screening of the 45 minute film from the National Emergency Briefing Initiative (NED). The initiative would cover the film costs, with the council's responsibility limited to providing a suitable venue. The film is recommended for audiences aged 16 and over, and the committee considered holding two screenings: one for a specific invited group and another open to the public. To encourage community engagement, it was suggested offering refreshments, such as tea and coffee, and holding a structured discussion after the screening. There was also a suggestion that the film could be made available to local schools for sixth form students at an invitation screening.

The Committee agreed that the Clerk should report back to the committee with possible dates and costs and ideas of whom could sit on the after film discussion panel.

Approved…….....

Date.....

7. To consider RHS project funding application.

The Clerk was asked to investigate whether the Parish Council was eligible for the grant funding. It was felt likely that local gardening and horticultural groups are the possible targets of the grants. The Clerk would investigate the position and report back to the committee.

8. To receive an update on the Miyawaki Woodland Planting Project

The Facilities Manager had provided a written report which had been circulated to committee members prior to the meeting. The recent drought conditions may delay the start of the project as preparation work scheduled had not been able to take place. There was also concerns about lifting bare root trees in drier conditions. Contact had been made with the Wensum Trust regarding involving children in the planting of the trees in the Autumn. Dr Archer from Norfolk County Council's Green Infrastructure Team would be making a site visit on 18 August 2026.

9. To receive a verbal report regarding the 3 June 2026 visit to Mile Cross Green projects

Overview of the visit: The Chair reported that the visit to the Mile Cross Green projects had been well received and had provided useful inspiration for developing similar environmental projects in Hellesdon.the It was suggested that a member of the Mile Cross project team could review the Council's proposed projects and provide advice. Debbie Pegg also offered her support in this regard.

10. To consider draft of article for Just Hellesdon magazine and to approve for publication.

A draft article had been written by the Chair and circulated to the committee prior to the meeting. It was agreed the article required reducing in words as space was limited within the page structure of Just Hellesdon. It was suggested that adding a line concerning the drought and the possible delay of the Woodland Planting project could be added. The Clerk would liaise with the editor of the magazine ready for the September edition of the publication.

11. To receive a verbal update from the Clerk regarding grass verge cutting in the Parish

The Clerk advised that the contractor Norse would not be cutting any grass verges until substantial rain had fallen.

12. To confirm the date, time and venue of the next meeting

The next meeting would be held on Tuesday 13 October 2026 at 5.30pm in the Council Chamber, Diamond Jubilee Lodge, Wood view Road, Hellesdon Norwich NR6 5QB

Meeting closed at 6:17 pm

DRAFT

Approved…….....

Date.....

Hellesdon Parish Council

Summary of Receipts and Payments

Cost Centre 8

Environment

Code	Title	Receipts			Payments			Net Position	
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend	
801	Environment Income								(N/A)
802	Environment Projects				5,500.00	5,970.57	-470.57	-470.57	(-8%)
803	Information Boards & Publicity				3,000.00		3,000.00	3,000.00	(100%)
	SUB TOTAL				**8,500.00**	**5,970.57**	**2,529.43**	**2,529.43**	**(29%)**

Summary

NET TOTAL	**8,500.00**	**5,970.57**	**2,529.43**	**2,529.43**
V.A.T.		1,194.11		
GROSS TOTAL		**7,164.68**		

HELLESDON PARISH COUNCIL

ITEM NO: 7

Report for : **Environment Committee**

Date: **20 October 2026**

Item Title: **To receive an update on the Miyawaki tree planting project**

Background and Purpose

Work is now progressing well on the new Miyawaki site.

The trees have been ordered and are due to be collected on 1 December. The planting areas have been treated with weedkiller, and rotovation has begun at Mountfield Park.

During the work, we discovered a significant quantity of buried debris, including metal bicycle wheels and bricks. This is being removed as the ground is prepared, and the condition of the site is steadily improving. We are also hopeful that the mulch purchased from Green Farms will help replenish nutrients currently lacking in the soil.

The ground is extremely hard and contains occasional buried bricks, making the installation of fence posts difficult. We therefore plan to hire a post borer, which should make the work considerably easier without adding significantly to the project budget.

The remaining items to be purchased include 20 buckets from B&Q and a number of small trowels for the children.

The next stage will be to invite local schoolchildren to take part. My understanding from previous meetings is that Cllr Duckett had already made contact with the schools and intended to continue those discussions in September, at the start of the new school term. It was also proposed that teachers supporting children with special educational needs and disabilities (SEND) be consulted, particularly regarding involvement with the larger autumn-coloured trees currently on order.

At this stage, we anticipate the involvement of approximately two classes of younger children, up to a maximum of around 50 pupils, together with at least 10 older young people.

It is hoped that these arrangements can be discussed further at the meeting, together with the design and wording of the sign to be commissioned for the site (see appendix A)

Conclusion

The Miyawaki planting project is progressing positively, with the trees ordered and ground preparation under way. Although buried debris and hard ground have created some practical challenges, these are being managed within the project and are not expected to cause a significant budget pressure. The Committee is now asked to support the next stage of preparation, including engagement with local schools and SEND pupils, arrangements for the planting activity, and agreement on the design and wording of the site sign.

Financial Considerations

The trees and mulch have already been ordered. Remaining expenditure is expected to include the hire of a post borer, the purchase of approximately 20 buckets and small trowels for the children, and the design and production of a sign for the site. Further minor costs may arise from the removal of buried debris or other unforeseen ground-preparation requirements. All expenditure should be met from the approved project budget and monitored as the work progresses. If the final cost of the sign or any additional works exceeds the available budget, this will be reported to the Committee for approval before a commitment is made.

Recommendations or Actions

The Committee is asked to:

1. Note the progress made with ground preparation and the arrangements for collecting the trees.
2. Approve the hire of a post borer and the purchase of buckets and trowels, subject to expenditure remaining within the approved project budget.
3. Confirm the proposed involvement of approximately 50 younger pupils and at least 10 older young people in the planting activity.
4. Authorise the Clerk, in consultation with Cllr Duckett, to finalise arrangements with local schools, including appropriate involvement of pupils with SEND.
5. Agree the preferred design and wording for the site sign, or delegate final approval to the Clerk in consultation with the Chair.

Author of report : **Facilities Manager**

Date: **7 October 2026**

Item 7 appendix A

MOUNTFIELD PARK ARE GROWING A NEW WOODLAND!

OVER 2,600 NATIVE TREES PLANTED!

Hellesdon Parish Council is delighted to have created a new Miyawaki woodland at Mountfield Park, with the help of children from our local schools.

PLANTING FOR BIODIVERSITY

The children helped plant over 1,750 young native trees and shrubs, creating a new habitat where wildlife can thrive.

They also learned about biodiversity, native trees, wildlife habitats and the Miyawaki method — a way of creating small, dense and diverse woodlands that can establish quickly.

A HELPING HAND FOR NATURE

Once the planting was complete, the children helped collect and spread bark mulch around the young trees.

The bark will help suppress weeds, retain moisture and protect the young plants while they become established.

WATCH IT GROW!

What is now a collection of tiny trees will, over time, become a rich and diverse woodland, providing food and shelter for birds, insects and other wildlife.

1,750+ TREES PLANTED

MORE HABITAT FOR WILDLIFE

A GREENER MOUNTFIELD PARK

PLANTED BY OUR LOCAL CHILDREN

A big thank you to all the schools, children, staff and everyone involved in making this project possible.

Hellesdon Parish Council

Growing a greener, wilder and more biodiverse future.

For the actual poster,notice board, I'd suggest putting the names of the NATIVE TREES PLANTED" down one side a picture of a wood with wildlife as a back ground, This will make it colourful and appealing to the eye. The Poster board can be an A3 size