

# Normandy Parish Council

Serving Our Community through working in Partnership

To Members of the Estates & Facilities Committee – Councillors Philippa Mitchell, Simon Schofield, Dabeer Ahmed, Paul Chillman and Pat Tugwell

You are summoned to attend a meeting of **NORMANDY PARISH COUNCIL ESTATES AND FACILITIES COMMITTEE** that will be held on **THURSDAY 1 JUNE 2023 at 7pm** at **ROYAL BRITISH LEGION HALL** on **GUILDFORD ROAD, NORMANDY**

*The meeting is open to the press and public unless the council do otherwise resolve to enter private session where members of the public and press are excluded. During this meeting the public are allowed to film the Council/Committee and officers only from the front of the public gallery, providing it does not disrupt the meeting. **Any items in the Exempt Part of the agenda cannot be filmed.** If another member of the public objects to being recorded, the person(s) filming must stop doing so until that member of the public has finished speaking. The use of social media is permitted but all members of the public are requested to switch their mobile devices to silent for the duration of the meeting.*

*Amanda Pick*

**Amanda Pick**  
Clerk to Normandy Parish Council

**Publication date: 25 May 2023**

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## AGENDA

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| <b>EF-001</b> | <b>COMMITTEE MATTERS</b> <ul style="list-style-type: none"><li>(i) To elect a Committee Chair</li><li>(ii) To elect a Committee Vice Chair</li><li>(iii) To discuss and agree the Councillors to represent the Council on the Conservation Management Sub-Committee</li><li>(iv) To discuss and agree the Councillors to represent the Council on the Manor Fruit Farm working party</li></ul> |
| <b>EF-002</b> | <b>APOLOGIES</b> <p>To receive and accept apologies for absence.</p>   |
| <b>EF-003</b> | <b>DECLARATIONS OF INTEREST</b> <p>To receive any declarations of personal and/or prejudicial interest from members regarding items on the agenda</p>  |
| <b>EF-004</b> | <b>MINUTES OF PREVIOUS MEETINGS</b> <p>To receive and adopt the minutes of the council meeting held on 6 April 2023</p>  |
| <b>EF-005</b> | <b>QUESTIONS FROM THE PUBLIC</b> <p>Members of the public may ask a question, make representation, or give evidence in respect of the business on the agenda for a maximum per item of 3 minutes.</p>  |
| <b>EF-006</b> | <b>NORMANDY COMMON</b> <p>To receive an update and decide on next steps for the following:</p> <ul style="list-style-type: none"><li>(i) Sports pavilion reopening</li><li>(ii) Normandy Pond interpretation board</li><li>(iii) Footbridge repairs</li><li>(iv) Tennis Club lease</li></ul>   |

**EF-007**

**MANOR FRUIT FARM**

To receive an update and decide next steps for the following:

- (i) Play Area Development
- (ii) Accessibility of MFF
- (iii) Normandy Shop and Café; Key safe and placement of commercial waste bin
- (iv) Bonfire clearance
- (v) Parking spaces
- (vi) CCTV

**EF-008**

**BINS**

To discuss the agree next steps in relation to:

- (i) A business waste solution for NPC
- (ii) The proposal of a bin on Westwood Lane
- (iii) To discuss the litter on Cobbett Hill Road

**EF-009**

**NOTICEBOARDS**

To discuss the village noticeboards and agree next steps

- (i) Council noticeboards
- (ii) Community noticeboards

**EF-010**

**CONCURRENT FUND GRANT APPLICATIONS FOR 2024/25**

To discuss and agree CFGA applications the commit would like to submit to the Borough Council in relation to Estates and Facilities;

- (i) Allotments; perimeter fencing, noticeboard and shed replacement
- (ii) Cycle racks in the village
- (iii) Community notice board
- (iv) Pond interpretation board
- (v) Other considerations for CFGA funding

**EF-011**

**GENERAL MAINTENANCE**

- (i) To note the handyman tasks completed and agree forthcoming tasks required.
- (iii) To review the handyman contracts
- (iv) To review the litter picker contract

**EF-012**

**ITEMS FOR INFORMATION AND/OR INCLUSION ON FUTURE AGENDAS**

To receive any urgent information items and agree any items for inclusion on future estates and facilities and/or committee agendas.