

To Members of the Estates & Facilities Committee

Councillors Louise McCrow, Pat Tugwell, Philippa Mitchell and Simon Schofield

You are summoned to attend a meeting of **NORMANDY PARISH COUNCIL ESTATES AND FACILITIES COMMITTEE** that will be held on **THURSDAY 21<sup>st</sup> May 2026** 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**

**Proper Officer to Normandy Parish Council**

**Publication date: 14 May 2026**

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## **AGENDA**

**EF25-001 COMMITTEE BUSINESS**

- (i) To nominate a chair
- (ii) To nominate a vice chair
- (iii) To note the Terms of Reference

**EF26 002 APOLOGIES**

To receive and accept apologies for absence.

**EF26-003 DECLARATIONS OF INTEREST**

To receive any declarations of personal and/or prejudicial interest from members regarding items on the agenda

**EF26-004 MINUTES OF PREVIOUS MEETINGS**

To receive and adopt the minutes of the committee meeting held on 5 March 2026

**EF26-005 QUESTIONS FROM THE PUBLIC**

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 5 minutes.

**EF26-006 BUDGET MONITORING**

- (i) To note the Summary Report
- (ii) To note the detailed cost centre

**EF26-007 NORMANDY COMMON**

- (i) To note the progress on leases
- (ii) To discuss a new electricity box location
- (iii) To hear an update on fly tipping
- (iv) To discuss the next steps of the Woodland Management Plan
- (v) To discuss the tree swings on Normandy Common

**EF26-008 MANOR FRUIT FARM**

- (i) To discuss the next steps at the bramble patch
- (ii) To discuss the Peace Garden progress

- (iii) To hear an update on the monitoring of the Motorbike group
- (iv) To discuss the proposals for the entrance sign
- (v) To discuss the proposal for the no parking signs and yellow lines
- (vi) To discuss MFF field hire
- (vii) To discuss the path proposal from Normandy Village Hall

**EF26-009 CONSERVATION WORKING GROUP**

To hear an update from the conservation working group meeting

**EF26-010 ALLOTMENTS**

To discuss the padlock change request

**EF26-011 GENERAL MAINTENANCE**

To note the maintenance tasks completed and agree forthcoming tasks required.

**EF26-012 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.

**EF26-013 DATE OF NEXT MEETING**

To confirm the date of the next meeting