

OBPC Green Working Committee

Meeting 13th January 2025

In Attendance

Parish Council; Lesley Evison, Stan Burton

Green rights holders; Alison Frank and apologies from Sarah Dye

General public; Richard Lindner, Sally Honour

Minutes

1. Review of actions from the meeting on the 13th of November 2024.
 - It was confirmed the play equipment that had been contaminated with dog poo has been cleaned.
 - WhatsApp group to improve communication between the group has been set up
 - PC Burton provided an update on Ottomer pond. Pipe from pond has been jetted and traced to a chamber near Westview. Further investigations are underway to identify where the pipe leads/drains to.
2. Agree Terms of Reference (TOR) wording.
 - The committee reviewed the draft TOR drafted by PC Irons and made some proposed changes. TOR to be finalised by 30th Jan 2025.
3. Agree cadence for meetings and the preferred ways of communication between meetings to ensure actions are progressed and the committee are aware of additional requirements.
 - It was agreed that for the next six months meetings will be held every other month, either in the Village Hall or Methodist Church (depending on availability). This will be reviewed after six months to determine if this is the right cadence.
 - The committee agreed that communication should be through WhatsApp and via e-mail.
4. Agree roles and responsibilities
 - This was addressed as part of the TOR discussion
5. Agree how best to communicate and engage with the residents of Old Buckenham and other interested parties.
 - It was agreed to investigate developing a Facebook page to be used to inform people of committee plans, including but not limited volunteer days, maintenance plan for green and any events. The plan would be to disable comments (these would be directed to a e-mail address) but still allow people to interact by loading photo's of the green (the nature and beauty).

- It was agreed to look at the possibility of setting up a specific e-mail address for residents to contact committee, to share ideas, raise concerns or issues.
- Meeting dates and request for volunteers will also be communicated on Old Buckenham Facebook page.
- Minutes will be issued in PC newsletter
- Discussion was also held regarding attending the PC AGM in June and either presenting or having a stall regarding the plans for the Green.

6. Position of verge posts on Reg way.

- Following approval of the PC to installed posts down “Reg Way”, to avoid further erosion of the green by parent parking at school drop off and pick up, the committee discussed if the track should be returned to a single track, or the posts placed at the current grass verge. The preference was for a single track, and it was agreed that PC Burton and PC Evison would visit the site, measure width and make a recommendation.
- Post will be installed w/c 17th February at which point no parking will be available down “Reg Way” or the track known as “Sunnyside”.

7. Maintenance of the Green (spring cut) and general jobs.

- It was agreed the cutting plan would be discussed at the next meeting due to the committee needing to propose maintenance plan for the Green. See point 10
- It was noted that Breckland Council has responsibility for cutting verges but the verges along priory road (left hand side, heading out of the village had not been cut in 2024). PC Evison to pick this up with the PC.
- It was agreed to retain the services of Stuart Barker (Handyman) and that PC Evison would share the list of his responsibilities with the rest of the committee.

8. Tree list and maintenance plan.

- A few years ago a survey was carried out of the trees on the Green and silver discs place on them to identify ownership/responsibility.
- List to be found and reviewed at the next meeting to determine next steps.

9. Removal of wood pile located on Green near High School

- PC Burton to get a quote for having it chipped. Note the wood pile will not be touched until late spring to ensure any wildlife hibernating in it has left.

10. Plan for green (maintained and wild area's).

- Sally has purchased a map of the green from the land registry, this will be used to develop a proposal for the management and maintenance of the green.

11. Identification and engagement of Volunteers.

- This was addressed in point 5.

12. AOB

- It was noted that concerns had been raised regarding the flooding on the corner of the Green (track) by the shop. It was felt that this had be caused by vehicle erosion. To avoid this getting worse and to give the committee the opportunity to investigate further and remedy, temporary posts with be installed block this area off.

Actions

Action	Owner
Work with Committee and PC to finalise the TOR	SH
Investigate option of setting us a Facebook page for the Green	SH
Investigate the option of a dedicated e-mail address for the Green to enable the residence/public to get in touch with the committee.	SH
Continue to investigate cause of the blockage of the outfall drainage pipe for Otterman pond and make recommendation for resolution	PC Burton
Pick up with the PC to understand if there is a reason why some of the verges along Priory road were not cut in 2024.	PC Evison
Set up meeting once maps of Green are received to develop and propose plan for the management and maintenance of the Green	SH
Find the Tree survey list	AF
Visit Reg's Way to review and propose width of lane for the installation of the verge posts	PC Evison and PC Burton
Provide list of the maintenance jobs undertaken by Stuart Barker (Handyman)	PC Evison
Sarah Dye to be added to WhatsApp group	SH
Check the wayleave payments are inline with our entitlement as there has no increase in the payment for a number of years.	AF
Temporary posts to be installed where flooding is on the corner of the track near the shop.	PC Evison and PC Burton