

**MINUTES of meeting of the Old Buckenham
Green Working Committee
held on 29th September 2025 at 18:00
at Old Buckenham Methodist Church**

**Old Buckenham
Parish Council**



The minutes are recorded in line with the terms of reference for meeting and the numbered items on the agenda. Copies of the Agenda will be issued alongside the final ratified minutes.

Present: Sally Honour (SH), Richard Lindner (RL), Lesley Evison (LE), Stan Burton (SB), Alison Frank (AF)

Apologies: Sarah Dye (SD)

In Attendance: n/a

Also present: 4 members of the Public

Meeting opened: 18:02

Chair signed as approved:

Date:

Vice chair signed as approved:

Date:

Minute

Action

25.09. 01 Review actions from meeting held 20th May 2025

All – survey of dead and dying trees to be carried out and a tender issued for the pollarding or removal. – complete
SH – tender to be issued for the maintenance of the green – complete

25.09. 02 Cutting of the green 2026 tender update/recommendation to PC

7 suppliers contacted to tender, three formal tenders received.

One was only able to give a day rate and was unable to estimate how long or give a fixed price

Two formally declined to quote and one was uncontactable
The tenders from Clearscape, Broadland Tree Services and E G Groundcare for cutting of the green reviewed and it was agreed to present the outcomes of the tenders to the PC on the 2nd Oct. All quotes were competitive with BTS and EG Groundcare being put forward.

For the tenders received the maximum yearly increase will be 3% or RPI depending on which is the lowest.

All to action in looking into alternative options.

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Alison was concerned about the lack of wild flowers on the green. We hope that this is due to the extremely dry summer. We agreed to continue the present regime and review next year once we know the status with wild flowers.

25.09. 03 Tree Tender update/agree recommendation to the PC

The tenders for the tree surgery were reviewed and Broadland Tree Services recommend due to the competitive nature of their quote, the committee also agreed that BTS was to removed the wood from site as this reduced the costs by £1200. PC will be asked to approve immediate go ahead because of the dangerous condition of some of the trees

SH – To present outcome and make recommendation at PC meeting 02/10

25.09. 04 OB ponds, Maintenance requirements 2026

Rod Alley pond needs clearing around the edge which will be done on a volunteering day over the winter. The pond itself is choked up and we need specialist advice. The PC will be advised of possible extraordinary costs for next year.

AF- speak to Sarah ref the last time the pond was cleared

Forge pond - surroundings will be cleared on a volunteering day

SH – in 2026 tender for the dredging of the pond

Ottermer Pond - SB is installing a proper outlet in 2 days time. The direction of drainage has been confirmed but the committee needs to see the report. The drain from the pond to the manhole is patent.

SB – to share report that confirms previous ditch location and direction of drainage.

25.09. 05 Harrys Wood

Harry's Wood - needs a tidy up and possible creation of better paths using lying dead wood and chippings. A through path to Cake Street could be considered. LE raised concerns about ramps created by youngsters which could be dangerous to walkers. RL raised concerns about the extra work required by volunteers and suggested that we canvass for more help directly with households in that area. Possibility to invite residents to a meeting of the committee in the New Year and doing a leaflet drop.

All – agree approach to engagement of residents in the next meeting

25.09. 06 2023 Tree Survey

Over the last couple of years many of trees highlighted in the survey have been addressed, however, to enable the committee to continue to manage the trees on the green a budget request will be made to the PC for £1000 in 2026.

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25.09. 07 **Wood Chipper**

Wood chipper - agreed to ask PC to purchase a chipper at the cost of £749 plus £100 towards appropriate PPE. SB will store the machine

SB to recommend the purchase of a chipper at PC meeting 02/10

25.09. 08 **Volunteers, volunteering days**

Volunteering list reviewed. Agreed to add Saturday 29th November as another volunteer day to complete the work on the brambles and possibly start on the Forge pond area

25.09. 09 **Bench Survey**

Thanks to SB on the repainting of the large bench near the road.

SH will repair bench near the school.

Bailey's bench – SH to speak to Phil to see if we can obtain a number for his daughter.

RL to photograph finger road signs that need repair

25.09. 10 **2026 Budget**

The committee agreed propose to the PC the budget is set at the cost of the green cutting plus £1000 for management of trees. Final budget to be reported in the next GWC meeting once approved by the PC.

25.09. 11 **Flower Survey**

Flower survey - to be carried out April/May and July next year

25.09. 12 **Email address and Facebook Page**

RL now able to access and respond to GWC e-mails. Other GWC member to be set up

Access to Facebook page to be given to SB & RL for admin purposed

25.09. 13 **Minute taking going forward**

Megan (PC Clerk) shortly goes on maternity leave and a discussion was had regarding the taking of and typing up of the minutes. Ian Coyle (member of public) kindly offered to do them on behalf of the GWC from Jan 2026

SH to e-mail Ian the necessary templates.

25.09. 14 **Green working committee structure**

SH said that the amount of work she has to do in her role as chair is unsustainable long term and she needs support to drive the committee agenda forward, complete administrative tasks etc. This will be reviewed further in January's committee meeting

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25.09. 15 **Public Participation on agenda items only**

The green cutting pattern was discussed. Concern was raised that the green was “out of control” and that the committee was trying to do too much. This was refuted and the progress since the re-formation of the committee was emphasised.

25.09. 16 **To consider items for next agenda**

25.09. 17 To Confirm date of next meeting on **TBC**

25.09. 18 **To Confirm Meeting Closed at 20:07**
Confirmed

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