

30th November 2023

An ordinary meeting of Sheringham Town Council **Assets Committee** will take place on Tuesday 5th December 2023 in Sheringham Community Centre at **7.30pm** and the following business will be transacted. All Committee Members are summoned to attend. Members of the press and public are welcome.



Sarah Peberday
Town Clerk/RFO

AGENDA

1.	APOLOGIES MOTION: Committee to receive and approve apologies and reasons for absence.
2.	DECLARATIONS OF INTEREST and DISPENSATIONS With reference to items on the agenda Committee Members are reminded of their responsibility to declare interests and to update their Register of Interests as required.
3.	APPROVAL OF MINUTES MOTION: Committee to approve and sign the minutes of the Assets Committee meeting held on Tuesday 5th September 2023.
4.	OPEN MEETING Public participation: Members of the public will be invited to speak and/or question the Committee on issues relating to this agenda or raise issues for future consideration. The period of time designated for public participation at a meeting in accordance with the Council's Standing Orders shall not exceed 15 minutes, max. 3 minutes per person, and will be under the direction of the Chair of the meeting.
5.	EXCLUSION OF PRESS AND PUBLIC MOTION: Pursuant to the provisions of the Public Bodies (Admission to Meetings) Act 1960 as extended by S100 of the Local Government Act 1972, Council to decide on whether the press and public be excluded from the meeting for any agenda item on the grounds that its consideration would involve the disclosure of exempt information. It is recommended that items 13 - 18 be heard in 3D as they are deemed Commercially sensitive
6.	PROJECT OFFICER REPORT MOTION: Committee to review and note the report provided by the Assets, Burials & Projects Officer which contains a copy of the updated Asset register, general project feedback and updates (Project Officer)
7.	VERGES MOTION: Committee to review the costs provided by the Project Officer of delivering the verges contract versus contracted income and agree a course of action for 2024 – 25 (Project Officer)
8.	BEESTON COMMONS MOTION: Committee to note a report from the Beeston Commons Honorary Warden (FF)
9.	TRAVEL HUB MOTION: Committee to receive and note an update from the Clerk (Clerk)
10.	COMMUNITY CENTRE MOTION: Committee to approve the cost of £1,214 + VAT to undertake essential maintenance work to a broken valve in the main drain, including fitting a non-return valve. (Clerk)
11.	CEMETERY AND EXTENSION

	<p>MOTION: Committee to agree for a tender to be created and circulated for contractors to undertake improvement works to the gardens, concrete areas, flower beds, planting, and trees at the Cemetery (Clerk)</p> <p>MOTION: Committee to agree to a tender to be created for the replacement entrance and gateway at the Cemetery (Clerk)</p> <p>MOTION: Committee to agree the budget for the Cemetery and Memorial Garden Rejuvenation Project is in line with the earmarked reserves figure of £30,000 (Clerk)</p>
12.	<p>TELEPHONE BOXES</p> <p>MOTION: Committee to consider and recommend how the red box will be utilised and where it could potentially be located. (Project Officer)</p> <p>MOTION: Committee to consider and recommend that should the purchase of the Cromer Road Telephone Box be completed, it is refurbished and repurposed as a community and defibrillator site, with a project brief and full costings brought to the next Assets meeting (Project Officer)</p>
13.	<p>STREETLIGHTS</p> <p>MOTION: Committee to note the update report provided by the Project Officer (Project Officer)</p>
14.	<p>PUTTING GREENS</p> <p>MOTION: Committee to note an update in relation to the Putting Greens and the outcome of a specialist survey at Beeston Hills (Clerk)</p> <p>MOTION: Committee to consider and agree that the Licencing process for 2024-25 be delegated to the Clerk and Putting Greens Strategy Group, then taken to full council for agreement (Clerk)</p>
15.	<p>SPORTS PAVILLION</p> <p>MOTION: Committee to note the Critical Action Plan (CAP) and key milestone dates that is underway following the H&S audit undertaken on 08.11.2023 by JLM.</p> <p>MOTION: Committee to approve the cost of the deep clean of the Sports Pavilion using Sentrex Services UK Ltd at a quoted cost of £1,761.74 +VAT (Project Officer)</p> <p>MOTION: Committee to consider and approve the recommendation to award the RIBA stage 1-3 to Sports Clubhouses (Project Officer)</p>
16.	<p>MORLEY HILL</p> <p>MOTION: Committee to receive a verbal update from Cllr Ratcliffe in relation to Morley Hill (PR)</p>
17.	<p>BUILDING & ASSET SPECIALIST SURVEYS</p> <p>Motion – Committee to approve the quoted cost of £1,615 +VAT from East Coast Installations to undertake a full Asbestos survey of the Sports pavilion, cemetery pavilion, HRU shed, Shell gallery & Craft shop, the town clock, BH putting green kiosk and SA putting green hut (Project Officer)</p>
18.	<p>BUDGET SETTING</p> <p>MOTION: Committee to note the Budget which was agreed in a meeting on 5th December 2023 attended by the Chair of Assets (JS)</p> <p>MOTION: Committee to note the earmarked reserves allocation which was agreed in a meeting on 5th December attended by the Chair of Assets (JS)</p> <p>MOTION: Committee to note the current capital sums (JS)</p>
19.	<p>DATE OF NEXT MEETING</p> <p>MOTION: Council to note the date of the next meeting as Tuesday 13th February 2024 (JS)</p>

AGENDA ITEM 3 – MINUTES OF THE PREVIOUS MEETING



Sheringham Town Council
 Sheringham Community Centre
 Holway Road, Sheringham, NR26 8NP
 01263 822213
info@sheringhamtowncouncil.gov.uk
www.sheringhamtowncouncil.gov.uk

A MEETING of the ASSETS COMMITTEE was held on Tuesday 5th September 2023 at 7.30pm at Sheringham Community Centre and was attended by the following:

Chair: Cllr Stubbs

Councillors: Cllr Worboys, Cllr Dorey, Cllr Kime, Cllr Langsdon, Cllr Ashcroft, Cllr Ratcliffe, Cllr Brisbane.

In Attendance: Officers: Mel Ashcroft & Honorary Warden – Francis Farrow

Clerk/Minutes: Sarah Peberday

ITEM	MINUTE	VOTE / ACTION
2023/AC/39	APOLOGIES	
	Cllr Shepherd – personal IT WAS RESOLVED that the apologies be accepted.	Proposed: PR Seconded: JD All in favour
2023/AC/40	DECLARATIONS OF INTEREST and DISPENSATIONS	
	Cllr Worboys WRHA Chair & allotment holder – it was noted in accordance with Assets Terms of reference that Cllr Worboys dispensation would not apply in relation to the Allotments this evening as the discussions included fee setting. It was noted The Clerk has received and approved dispensations for all Councillors in attendance.	
2023/AC/41	APPROVAL OF THE MINUTES OF THE PREVIOUS MEETING	
	IT WAS RESOLVED that the minutes of the Assets Committee meeting of 14.02.23 be approved as a true and accurate record of the meeting and be signed by the Chair. A verbal update was provided by the Chair in relation to the Leas Playpark project – NNDC.	Proposed: JS Seconded: IK. 6 in favour 2 abstentions
2023/AC/42	OPEN MEETING	
	0 members of the public in attendance	

2023/AC/43	EXCLUSION OF PRESS AND PUBLIC	
	<p>Pursuant to the provisions of the Public Bodies (Admission to Meetings) Act 1960 as extended by S100 of the Local Government Act 1972</p> <p>It was resolved items 16 – 17 to be heard in 3D as they are deemed commercially sensitive</p>	<p>Proposed: JS Seconded: PR All in favour</p>
2023/AC/44	PROJECT OFFICER REPORT	
	<p>A - IT WAS RECOMMENDED committee reviewed and agreed the report provided by the Project Officer and Comments made.</p> <p>Discussions were undertaken and the Project Officer was instructed to purchase a Noticeboard for Ottendorf Green, further undertake checks to ascertain if Asbestos containing materials are in assets owned by STC.</p>	<p>Proposed: PR Seconded: IK All in favour</p>
2023/AC/45	STREETLIGHTS	
	<p>A - IT WAS RECOMMENDED Committee reviewed and noted the report provided by the Project Officer regarding Streetlights and energy costs/savings.</p> <p>B - IT WAS RECOMMENDED the Clerk to engage a green energy supplier via and bring back quotations to Full Council</p>	<p>Proposed: IK Seconded: MA All in favour Clerk</p>
2023/AC/46	ALLOTMENTS	
TW & Project Officer left room.	A - IT WAS RECOMMENDED Committee reviewed and recommend to Full Council the new allotment rental structure and note that clause 2 of the tenancy agreement is worded accordingly.	<p>Proposed: PR Seconded: IK 7 in favour 1 unable to vote</p>
TW & Project Officer returned.	B - IT WAS RECOMMENDED Committee reviewed and recommend to Full Council that the use of Glyphosate products will be discouraged at the allotment site. All Chemicals or pesticides should be stored securely and in suitable containers.	<p>Proposed: JS Seconded: PR 6 in favour 2 Abstentions</p>
	C - IT WAS RECOMMENDED Committee to recommend to Full Council that the time frames for tenants to undertake remedial works is reduced to 6-8 weeks and that Clauses 10.2a&b and 10.3a&b be altered accordingly.	<p>Proposed: MA Seconded: ML All in favour</p>
2023/AC/47	PUTTING GREENS	
	<p>A – IT WAS RECOMMENDED Committee note an update in relation to the Putting Greens</p> <p>B – IT WAS RECOMMENDED Committee received an update regarding the public consultation</p>	<p>Proposed: SB Seconded: JS All in favour</p>
2023/AC/48	BEESTON COMMONS	
	IT WAS RECOMMENDED Committee note the report provided by the Honorary Warden	<p>Proposed: SB Seconded: ML All in favour</p>

2023/AC/49	TRAVEL HUB	
TW left the room	IT WAS RECOMMENDED that Committee received and agreed a verbal update from the Clerk.	Proposed: MA Seconded: IK All present in favour
2023/AC/50	CCTV	
TW returned PR left the room	IT WAS RECOMMENDED committee received and agreed a report on the Town Centre CCTV replacement project	Proposed: ML Seconded: SB 6 in favour 1 abstention 1 not present
2023/AC/51	BUILDING AND ASSET SURVEYS	
PR returned	A -IT WAS RECOMMENDED Committee noted an update in relation to works required at the Fisherman’s shed and Shell Museum B - IT WAS RECOMMENDED Committee noted a verbal update in relation to the Sports Pavilion	Proposed: PR Seconded: IK All in favour
2023/AC/52	CEMETERY AND EXTENSION	
	A - IT WAS RECOMMENDED Committee to note and agree the update report from the Project Officer regarding the Cemetery B- IT WAS RECOMMENDED that Committee noted and agreed the update report from the Clerk regarding planning permission for the meadowland burial site and the budget of £2000 for the Topographical study.	Proposed: MA. Seconded: JS 7 in favour 1 against Clerk
2023/AC/53	BENCHES	
	IT WAS RECOMMENDED Committee noted and agreed current status report in relation to bench removal and replacement	Proposed: JS Seconded: IK All in favour
2023/AC/54	MORLEY HILL	
3D Opened Pr – JS Sec – TW All in favour	IT WAS RECOMMENDED Committee noted an update from Cllr Ratcliffe in relation to Morley Hill and approved recommendation of £2600 for Peart & Barrells professional costs.	Proposed: PR Seconded: JD All in favour
2023/AC/55	WEYBOURNE ROAD LAND OPTION	
3D Closed Pr – JS Sec- IK	IT WAS RECOMMENDED committee noted a verbal update from Cllr Ratcliffe following a meeting with Bryan Gillery. Cllr Worboys requested sight of in writing of legal advice provided. An agreement to extend the meeting was made	Proposed: PR Seconded: JS All in favour Proposed: PR Seconded: IK All in favour

2023/AC/56	MEETING WITH NNDC CHAIR OF PLANNING	
	IT WAS RECOMMENDED Committee received a verbal update from Cllrs Dorey and Ratcliffe following a meeting with Russell Williams	Proposed: JD Seconded: PR. All in favour
2023/AC/57	TERMS OF REFERENCE	
	IT WAS RECOMMENDED a process was agreed to review current terms of reference. The process will be an initial review by Clerk & Project Officer, which will be submitted to the Chair of Committee.	Proposed: JS Seconded: MA All in favour
2023/AC/58	BUDGET SETTING	
	IT WAS RECOMMENDED Committee agreed a process for budget setting and a meeting will be arranged for agreement before its submission to the 24 th October Finance & Governance budget session. The process will be a review by the Clerk, Project Officer and Finance Assistant, with agreement by the Chair of Committee and a further meeting convened with the Assets Committee for ratification.	Proposed: JS Seconded: MA all in favour
2023/AC/59	DATE OF NEXT MEETING	
	Next meeting Tuesday 12 th December at 7.00 pm at Sheringham Community Centre.	All/Clerk

The meeting closed at 9.50pm.

Chair Date:

AGENDA ITEM 6 – PROJECT OFFICER REPORT



Project overview & updates Assets, Projects & Burial Officer Assets Committee Meeting - December 2023

Assets Overview – Items are displayed in Project Officer order of priority

0	ASSET REGISTER November end updated copy attached for reference.
1 Motions	SPORTS PAVILION Critical Action Plan (CAP) - Supporting information attached Tender recommendations – Supporting information attached
2	BEESTON HILLS PUTTING GREEN – Priority: Timebound <u>Priority 1</u> – Tender application has been sent to 10 contractors. Maintenance work listed: Entrance gate, fence posts & fencing replacement, metal flag pole removal, hut demolition & removal and new foundations laid. Tender deadline is 6 th December, then recommendations can go to the December Full Council. <u>Priority 2</u> – Tender to be sent out for the Greens work. Mole man contacted again to attend to the issues. Additional items that are being completed from the Working Party: SMG contract information, Letter to previous tenant, Hut design confirmation, planning application and tenancy agreements (For both greens)
3 Motion	ASBESTOS REGISTER – Priority: Timebound Supporting information attached
4	SSSI COMMONS - Critical The start date to the planned Winter Work was postponed until 15.11.23 due to wetlands waterlogging. After 3 days, the team withdrew all machinery & equipment from the site. Alternative solutions are being investigated.
5 Motion	VERGES – Priority: Timebound Supporting information attached
6 Motion	COMMUNITY CENTRE Roof repairs are being investigated – Several leaks need to be addressed / Norfolk drain services called out to attend the blocked drains (£288 emergency cost) / Committee to approve the cost of £1,214 + VAT to undertake essential maintenance work to a broken valve in the main drain, including fitting a non-return valve.
7	COMMUNITY CENTRE NOTICEBOARD / OTTENDORF NOTICEBOARD The board was blown down in the high winds on 23.11.23. A new notice board has been ordered and will be implemented on the same site. In the interim, all public notices & agendas will be displayed in the Community centre window. The new board will shortly be installed on the Ottendorf green.
8 Motion	STREETLIGHTS Supporting information attached
9	BENCHES M Abbs LTD is currently undertaking the removal and replacement of the next phase of benches. (Note: Parish Partnership Fund has been supplied with a funding application)
10	MEMORIAL BENCHES 3 x single dedication benches purchased. 1 application in process.
11	BRITONS LANE Negotiations continue.
12	THE BEESTON COMMON BRIDGE Specification sent through from Cllr JD has been forwarded to 3 contractors. Tenders quotes will be available for the December Full Council meeting.
13	HURST FISHERMANS BOAT MUSEUM & GALLERIES Update from Peter Strudwick and the team. The Society has paid for Purlows who have prepared a schedule of works based on the survey previously produced by them. The next step is for the team to get quotations, confirm timings and organise finances. STC has received a copy of the detailed schedule of works for our records.

14	SHERINGHAM WOOD Key priorities and updates from Tom from the Woodland Trust: Tree Safety surveys undertaken by Woodland Trust staff completed and the remedial works completed by a contractor. Some minor repairs needed to infrastructure completed by contractors. A few issues of vandalism with a few broken gates and fence rails. Plans to update the management plan for the site in 2024.
15	ALLOTMENTS Number of Plots 143 - (Full 66 / Half (Old) 47 / Half (New) 15 / Raised 9 / Quarter 6) 19 Vacant plots / 4 full / 4 old half / 6 new half / 3 Quarter / 2 Raised 15 vacant plots will be covered over the winter period. There is currently no waiting list. Shared plot options are currently being investigated.
16	THE CLOCK To confirm: The wood work was painted in one coat Sikken's HLS and one coat Sikken's THB – colour Mahogany as in previous years. The 3 broken roof tiles have been installed and are a different colour because the green tiles are no longer available to buy and can't be found at any local reclaim yards. Quotes requests to repair the guttering have been sent out.
17 Motions	THE RED TELEPHONE BOX / THE BT BOX Initial ideas and opportunities compiled for discussion.
18	ELECTRIC CAR CHARGING NCC has been asked to supply installation work schedules and potential dates.
19	DOG POOP BINS We currently have 17 dog bins and 13 of them are deemed to have come to the end of their lives. Investigations into getting them replaced is underway (Liaison with NCC). Costs for collection have increased this year by 23%.
20	TOP COMMONS Winter jobs to be completed inhouse by our maintenance team include pond clearance, beck clearance and mowed pathways. Wayfinding Project & entrance noticeboards will be the projects undertaken in the new year.
21	COMMONS BECK Conversations with Anglian Water are ongoing to come up with a definitive work schedule for the part of the Beck that runs down the back of Priory Road.
22	COMMONS BYE LAWS As there have been some changes in legislation relating to common land/open spaces, the exercise of completing an update using the Model Byelaws Set 2 is underway.
23	CREST/TOWN SIGN The crest has been removed. Awaiting update on costs and work detail.
24	CCTV No updates
25	BUS SHELTERS November clean completed



Historical Overview

In July 2016 NCC proposed to Council for consideration:

"Urban cutting is something that the parish/town councils can undertake, if they wish, through a delegated function agreement where we pay them for 5 cuts and in most cases they can achieve more for the money we pay.. Indeed, several parish and town councils already do this e.g. Cromer, they manage 7 cuts, Beeston Regis, they manage 15 cuts, Aylsham, they cut approx. once a fortnight. In some cases, the parish/town council may add money to the cutting budget to achieve a better standard.

If the town council were to take this on board, we would pay them in the region of £3,875 a year. They could use their own directly employed maintenance operatives or they could contract it out to a specialist contractor. We would of course supply a set of marked up plans of the cutting areas." (Attached 74 listed verges)

November 2018 – STC confirm with NCC that they will take on the contract for a one-year trial period and a confirmation note was sent through to NCC in January 2019 asking for remuneration clarification. Contract was started in July 2019.

Confirmation Points – November 2023

The Service Delegation Agreement started in February 2019 states that NCC will pay STC for the urban cutting of 74 verges - 15,336m² (19 miles) – Undertaking 5 cuts per season. The income in 2022/23 has risen to £5,216 (6.8p per m²) and the cutting spec details remain the same. This contract was originally taken on for a one-year trial.

Estimated staff & petrol costs for one cut have been calculated at £970, so therefore the total costs for the season is calculated at £5,250 (Based on the fact that one cut takes 28 hours)

Should we continue to undertake these works? Employ a contractor to do the work? Hand back to NCC?

Motion: Committee to review the costs provided by the Project Officer of delivering the verges contract versus contracted income and agree a course of action for 2024 – 25

AGENDA ITEM 8 – BEESTON COMMONS

Hon. Warden's Report – 28th November 2023 (for Assets meeting 5th Dec. 2023)

Since the last report (3rd Sept 2023) there has been no further instances of unauthorised metal detecting and some of the holes left that were refilled by the Hon. Warden have recovered better than expected.

After contacting Anglian Water, they have repaired the path near the layby entrance so that it is not such a trip hazard and is now prone to less flooding.

A successful 'balsam bash' was carried out last September by Beeston Common Management Group volunteers although since then BCMG haven't met, mainly as they were waiting until the contractors had cut the Common. Since there have been delays in starting the cutting and up to the point of writing no significant work carried out by the contractors it is hoped a programme of volunteer work will start soon. The Hon. Warden has widened two main paths during November which were becoming overgrown with vegetation, and it is hoped the volunteers will continue working on cutting back other paths over the winter.

It is understood that the contractor has withdrawn his equipment and is in the process of considering some new plans as to how to tackle the mowing problem. Fundamentally the Fen Harvester is the best machine for the job, however, the current one hired in from Natural England is an old model and is obviously not powerful enough to tackle the rough state the Common is now in after two to three years unchecked growth. The Softrak is a very low ground impact machine with only a 2-psi force whereas the average human exerts 16 psi. Unless a suitable plan is formulated, please see Appendix 1 which is re-submitted. Unfortunately, the item was not in time for the February Asset Meeting agenda and was not discussed. Should there be no suitable plan in place from the contractor I would suggest the Council (or via the contractor) to contact Legacy* (Tel: **0114 256 0106** or email info@legacy-habitat.co.uk) and see if they are still available to cut the Common this winter. It is now too late to reduce the nutrient content significantly from the marshes (reeds would need to be cut by mid-October to achieve nutrient reduction) but a clearance of the rough vegetation now will make future work easier if a schedule of mowing is adhered to. Another possibility is to use a locally hired Avant (Appendix 2) with a ground force of 4 psi, however, this has not been tested on the marshes - only grassland and heathland. Also it is not a cut and collect system and would probably necessitate multiple passes over an area to gather the cut material which may prove detrimental to the sensitive terrain. Its main usefulness may be in the grassland areas where thick gorse is present and which may possibly prove difficult for the Softrak.

*Legacy states:

Our Softrak 75 with flail harvester is available for hire with a fully trained & experienced operator. This highly versatile machine with its wide track footprint and very low ground pressure is able to manoeuvre across sensitive soils and flora such as on moorlands, wetlands, and meadow environments with minimal impact on ground substrates. Fitted with a hammer flail harvester attachment, this is the perfect machine for managing heather, gorse and phragmites (reed), moorland firebreak cutting, Molinia grassland management, bracken reduction & harvesting and wetland habitat restoration. With this equipment, we can help you to deliver your biodiversity management plan requirements whilst preserving the integrity of existing flora species and soils.

The Common still remains a draw for naturalists and there are already bookings for guided walks for the Norfolk Wildlife Trust and the Norfolk Hoverfly Group in 2024.

Details of the Legacy Habitat Fen Harvester



<https://www.legacy-habitat.co.uk>

This document looks at the cost and feasibility of the possible use of an 'out of county' contractor in 2023 if no local solution is available. In 2020 when there was no prospect of obtaining a Fen Harvester to cut the marshes the then Town Clerk, Ben Bix was looking to recruit a team to brush cut the areas and gave me a figure of £6000.00 that would be available for such an operation. Unfortunately it proved impossible to find a team willing to carry out the work. In September 2022 I found out about Legacy Habitat Management and passed the details on to the Council. I believe details were subsequently passed on to a local contractor but as far as I understand the company was not contacted. Having seen another season pass without the marsh areas being cut and hearing at a meeting on the Common (2nd Feb) that no method was yet in place I emailed Legacy myself on Monday 6th Feb. I received the reply that they would be able to travel to Norfolk and they included their expected cost. Considering we are 2-3 years later I think the costs are in order, however, it is for the Council to decide how the HLS grant money is to be spent. There is a possible problem as to what time do we ask for the work to be done if that is what is wanted. Assuming they are good to go this month then it would clear the accumulated vegetation making next seasons cutting easier if it is to be done with a local contractor, however, if they cannot come in February/early March then it would be better to leave any work until October. If it is to be October should the Fen Harvester be 'reserved' or do we hope that a local contractor has the means to carry out the work at that time. I will try to find out some timings from Legacy and update the Council at the Assets Committee meeting.

Francis Farrow

Beeston & Sheringham Commons - Mowing Areas proposed for Legacy Habitat Management



Beeston Common - Area A (Northern Grasslands) - Enclosed area approximately 15,270 sq. m
Area A1 - SE corner - approximately 3480 sq. m

Beeston Common - Area B/B1 (North-east Marsh and Northern Grasslands) - Enclosed area approximately 7700 (B) and 1975 (B1) sq. m

Beeston Common - Area C (Central Marsh) - Enclosed area approximately 16,855 sq. m

Beeston Common - Area D (Central Marsh west) - Enclosed area approximately 2380 sq. m

Sheringham Common - Area E (Sheringham Valley) - Enclosed area approximately 5665 sq. m

Beeston Common - Area F (Wetlands east) - Enclosed area approximately 2945 sq. m

The priority of the mowing would be as follows:

Essential:

Area E - approximately 5665 sq. m

Area B - approximately 7700 sq. m

Area C - approximately 16,855 sq. m

Area D - approximately 2380 sq. m

Optional:

Area A1 - approximately 3480 sq. m

Area B1 - approximately 1975 sq. m

(Total = 38,055 sq. m)

The total area is approximately 3.8 hectares

From Legacy Habitat Management Ltd. (7th February, 2023)

These costs are based on one operator bringing the Softrack to Beeston, setting up the machine (c. one hour) and cutting for c. 3.5 days which would achieve 3-4 hectares depending on the sward density, packing up and returning to base. Essentially five days for our ops. Inclusive of all costs.

£5975.00 + VAT

Regards

Matt Dixon

Legacy Habitat Management Ltd

Avant loader and accessories that could help with cutting on the Common.

Avant Hire Services
Browns Farm, Manson Green, Hingham
Norwich
Norfolk
NR9 4PY
+44 1953852585
info@avanthireservices.co.uk



The 700 series quad-tracked Avant loader used in 2022 for a heather regeneration project on Pill-box hill. It can be fitted with a range of accessories which can benefit conservation work. The following could be used in connection with the work on the Common.

- A) Flail Mower (gorse / bramble / grass and rough herbage)
- B) Silage Grab (raking and picking up cuttings)
- C) Fingerbar (cutting reeds and rushes)



A) The flail mower is a drum-type cutter, intended for cutting long grass, scrub, bush and other vegetation. It will cut up to 20mm thick tree branches with ease. The flail mower is the optimal mower for places where you need a lot of cutting power and a rougher cut will do. The most common application for the flail mower is places with taller vegetation like meadows, road banks etc.



B) The larger silage grab series is intended for Avant 500, 600 and 700 series loaders, with three different widths to match machines perfectly. The new series can carry up to 30% more silage without losing visibility to the feeding table. Open grab construction on the top offers better visibility when the grab is open. Strong heavy duty construction with two cylinders. Forged bolt-on tines also on the top grab.



C) The fingerbar mower attachment with hydraulic boom is a versatile attachment for hedge cutting and trimming, mowing long hay etc. The hydraulic boom gives a 3500mm outreach and can be extended on both sides of the Avant loader with a cutting width of 1200mm. The strong fingerbar type cutting head can cut branches up to a maximum of 25mm.

Norfolk Drain Services Limited

Your Local Independent Company

01603 415081

Email: info@norfolkdrainservices.co.uk Web: www.norfolkdrainservices.co.uk
 104 Hellesdon Park Road, Norwich NR6 5DR
 VAT No: 109 9791 72 Company Reg. No. 7364317
 Registered Office: 104 Hellesdon Park Road, Norwich NR6 5DR

INVOICE

No. 02030

Invoice Address: (If different from site address)

AS OVER

Company/Customer Name: _____
 Site Address: _____
 Sheringham Community Centre
 Helweg Road
 Sheringham
 NR26 8NP
 01263 822213

Order Number: _____ Invoice Date: 21/11/23

Description of Work Undertaken: _____

To attend on site to a blocked main drain, To clear out large amount of silt and stones from lower manhole before mains clearing blockage, To clean down and glow test manholes and pipes and test clear and sloping, upon investigation found an unused ~~line~~ unused line in manhole which has allowed rodents to tunnel into nearby ground causing the build up of silt and stones, Also non-return

Recommendation: valve in nearby manhole is broken and there is a protruding seal causing issues, advised mr Bott as to findings, whilst on site and recommend excavation onto unused line and capping off to prevent further rodent access and replacement of non-return valve to prevent further issues, cost to undertake works £1214 +vat.

Job Completed: Yes No Supervised: Yes No Process Invoice: Yes No

The above mentioned work authorised by: MR Bott Guaranteed: Yes No

I confirm that the work described was completed to my satisfaction:

Signature: *[Signature]* Print Name: J. Bott

Engineers Name: M Gray

Date Work Undertaken: 21/11/23	Time-Hours: 1 1/2
Time on Site: 08:30	Time off Site: 10.00

Cost £ 190.00 VAT £ 38.00 Total £ 228.00

Payment Received: Cash: Cheque: Card: Account:

Account Customers Terms: 28 Days BACS By return

Remittance to: Norfolk Drain Services Ltd,
 104 Hellesdon Park Road, Norwich NR6 5DR
 Tel: 01603 415081

Card payment details:
 Card No: _____
 Name On Card: _____
 Valid From: \ \ Exp Date: \ \ Sec No: _____

No. 02030

BACS- Sort:- 40-35-09 Account No:- 53882926

Total £ 228.00



TELEPHONE BOXES

Assets, Projects & Burial Officer

November 2023

THE RED TELEPHONE BOX

STC bought the red telephone kiosk which is currently positioned outside the NNR on Station Approach. It was purchased for £1 in 2008 as part of the official 'Adopt a kiosk' campaign by BT. The telephone equipment was decommissioned in July 2009 and it was then that STC took over legal ownership. (Estimated value; £500-£3500)

Alternative uses for red telephone boxes

Many have been converted into mini libraries, mini museums or town information kiosks. Could ours be repositioned by the library and used as a return station or a bring & share book space? Or could it be located on the prom to help highlight and advertise the museum or our HRU shed and galleries? Or what about it taking pride of place on Ottendorf Green to house local business information, maps and Sheringham events?

Some phone boxes have been transformed into mini art galleries. Sheringham has the local artists readily available to showcase their art whether it be painting, sculpture, textiles or even poetry (to mention a few options)

In Cambridge, a phone box has been used as a ticket office for a punting company – Could ours be used on Beeston Hills putting green and kitted out to use as the putting payment area or where putters collect their clubs & balls?

Another favourite use is to have the box converted into a cash machine facility; this could be a welcome addition along our high street. Could the box be rented out as a 'mini space' for local companies to use on a booking basis? Bakery, sweetshop, butchers, bookshop, veggies (allotmentee's glut stop) showcasing their wares?

Other ideas would include Toilet/urinal, mini café, ice cream vending, beach shower, mini pub, flower or plant display, postcard shop, seating (turned on its side), free phone to connect to local help and charities, to be fair... the options, opportunities are endless given a little imagination.

MOTION: Committee to decide on how the red box will be utilised and where it could potentially be located.

BT TELEPHONE BOX

The redundant box on Cromer road (opposite the play park) is being looked into to see if it can be used to house a defibrillator, rather than not being used and being a bit of an eye sore. The Department of H&S Care currently have a Community Defibrillator Scheme running in which they are providing match funding for 1900 community external defibrillators. London Hearts have been selected as their Supplier and have been in contact.

By taking advantage of this scheme, we will be able to obtain a new Fully Automatic Defibrillator & External Heated Cabinet with keypad lock (for installation on an external wall & cabinet requires a power supply) for just £750. The scheme is on a first come first served basis and funding will only be guaranteed upon receipt of our match funding.

MOTION: Committee to consider and recommend that should the purchase of the Cromer Road Telephone Box be completed, it is refurbished and repurposed as a community and defibrillator site, with a project brief and full costings brought to the next Assets meeting.

A little bit of history

The phone box we know today first came into existence in 1884, when the postmaster general, Henry Fawcett, allowed telephone companies to establish "public call offices" (payphones). These were open to everyone, rather than just subscribers – as had previously been the case. These new style phones were provided in shops, hotels, post offices and railway stations, for a few pennies anyone could now make a call.



As their popularity grew so their design evolved. The "public call office" morphed into the phone box and their design was standardised once most of the country's telephones fell under the control of the General Post Office in 1912.

Produced in concrete, the first standard public telephone kiosk (K1) was introduced by the Post Office in 1921. The result of a competition in 1924 to design a kiosk that would be acceptable to the London Metropolitan Boroughs was the K2. It was made of cast iron and designed in a gothic style, the first design by Giles Gilbert Scott.

The K3, designed by Gilbert Scott in 1929, was also made of concrete and had a more modern look than its predecessors. However, it proved too brittle and was not widely adopted. The K4 was introduced in 1927, it incorporated a handy post box and external stamp machine. However, it was only produced for a short time. Then followed a wooden prototype (K5) that was never put into production.

The most common model of the red telephone box was the K6, introduced in 1936. It was made of cast iron and had a more streamlined design than its predecessors. Over 60,000 examples were installed across Britain, (92,000 in total). That said, it was Giles Gilbert Scott's original design that set the phone box on the road to becoming an icon. Some of those K2 kiosks still adorn the streets of London, but it was his K6 kiosk, designed to celebrate the Silver Jubilee of King George V, that became the nation's favourite.

The K7 was a prototype designed by Hugh Neville Conder in the 1960s to modernise the image of the General Post Office (GPO). The K7 was made of anodised aluminum with red panels and stood on a narrow concrete base. It was 7 feet 2 inches high and was designed to take the new trunk dialing coin-box with its modern telephone handset. However, it never went into production, and only a few prototypes were made.



Life, however, wasn't a bed of roses for Britain's phone boxes. They suffered badly from vandalism, had been loss making for years and by the 1960s were seen as outdated and old-fashioned.

Bruce Martin's design for the K8 kiosk initially came to the rescue, but the privatisation of British Telecom in 1984 led to a £160m investment program that radically redesigned Britain's phone boxes and large numbers of old red phone boxes were replaced with a range of nondescript aluminum kiosks, known as the KX series.

A new lease of life

Once abundant across the UK, these red telephone boxes have been rendered obsolete by the rise of mobile phones. However, many of these iconic structures have found new life as creative and functional spaces. The number of KX phone boxes – as operated by BT – peaked at around 137,000 in the late-1990s before falling year on year to around 46,000 today.

Against this backdrop of declining numbers and a 90% drop in usage over the last decade, you'd be forgiven for thinking that the phone box has had its day and will soon be eradicated. But nothing could be further from the truth.

More than 7,000 phone boxes have been bought for £1 each through BT's adopt-a-kiosk scheme, including Sheringham Town Council and now we have an opportunity to find a new function for the one we own.

AGENDA ITEM 13 – STREETLIGHTS

AGENDA ITEM 14 – PUTTING GREENS

AGENDA ITEM 15 – SPORTS PAVILLION

AGENDA ITEM 17 – SPECIALIST SURVEYS

AGENDA ITEM 18 – BUDGET SETTING