

RECREATIONAL FACILITIES WORKING GROUP MEETING – 30 MAY 2024

At the remote meeting of the Recreational Facilities Working Group held by video conference on Thursday 30 May 2024, the following Councillors were present:-

Councillors (Cllrs.) Present: J Leggett (Chair)

M A Booth - D Coleman
S D Booth - W F Couzens
M G Callam

Officers: G Ranaweera (Town Clerk and Responsible Financial Officer)

The Hamlet Charity: Lorraine Ewing

24/034. APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllrs. J H Mallen and J Vasco.

24/035. LORRAINE EWING, THE HAMLET CHARITY

Cllr. J Leggett welcomed Lorraine to the meeting and invited her to give advice on accessibility to new and redeveloped buildings.

Lorraine explained that whilst it is difficult to be everything to everybody buildings should be made as accessible as possible for a wide range of people and gave examples as follows.

Community Café

Menus in large print, pictures and brail to help those that are blind, partially sighted or cannot read;
Induction Loops for people with hearing aids;
Ensure background music is not too loud as this could overstimulate some groups and cause people with communication difficulties to be unable to hear each other.

Toilets

Several venues have changing places which have tracking hoists and changing beds. The smallest is approximately 3m x 4m. These allow for those with incontinence pads to be changed without the support worker having to be on a dirty floor;
Contrasting colours for seats and handles so dementia sufferers can differentiate the different elements;
Clear sign posting particularly if in a hurry to find a facility;
Ensure the facilities are available to everyone. It is not always recognisable that some people require an accessible toilet i.e. Autism.

24/035. LORRAINE EWING, THE HAMLET CHARITY (CONTINUED)

Spacing

Consider spacing in all areas, particularly the arrangement of furniture to allow free flow for wheelchairs and buggies.

Lighting

The more natural light the better. Bright enough for people to see, whether looking at menu or navigating furniture.

Access into a Building

Outside ramps if differing levels are involved;
Rails for the partially sighted or poor mobility;
Automatic front doors;
All doors sufficiently wide enough.

Kitchen

Rise and fall units to enable wheelchairs underneath. These can be mechanical or wind up with a handle.

Website

Navigation of your website. Ensure it is accessible with clear pictures, signposting and up to date so potential users of the building can check facilities before visiting.

In answer to Councillors Questions Lorraine advised:

Lighter colours are better as they highlight what has been placed on the walls i.e. pictures and signage. Colour is better used on furniture.

Black toilet seats are better than white however, you can now purchase navy seats and handles.

Tactile areas are usually positioned on toilet doors.

Cllr. W F Couzens noted there was no provision of space for a tracking hoist and changing bed in the plans for the Viking Centre. Perhaps this was something Council should consider however this would be limited by the constraints of the building.

Lorraine advised there were changing places located in Chantry Place Shopping Centre and the Vauxhall Centre should Councillors like to visit one of these facilities.

People struggle with transitions hence the importance of doors being wide enough.

24/035. LORRAINE EWING, THE HAMLET CHARITY (CONTINUED)

Doormats should be non-slip and a lighter colour than flooring.

Door frames should be of a darker colour to the walls.

The chair thanked Lorraine for her attendance and helpful advice.

There was discussion on the provision of a changing place. It was recognised there was insufficient space within the building however there was mention of building a pod in the car park with covered walk way.

Town Clerk to talk informally to Council's architect, and to ask Norwich City Council how much their facility cost.

24/036. MINUTES OF THE MEETING HELD 22 MARCH 2024 AND 25 APRIL 2024

Minutes of the meeting held on 24 March 2024 were approved without amendment.

Minutes of the meeting held on 25 April 2024 were approved subject to the following amendment:

Minute 24/031, after tender document **insert** for the street light replacement programme

24/037. MATTERS ARISING

Planting of Trees - Cannerby Lane

Further to Minute 24/025, the Town Clerk confirmed he was still pursuing Richard Pearson for a list of suitable trees to be planted on the green at Cannerby Lane.

24/038. VIKING CENTRE

The Town Clerk reported:

- (1) The concrete had been poured.
- (2) Clare from Sprowston Youth Engagement Project (SYEP) had confirmed the group would like to rent one of the first-floor offices.
- (3) He was in conversation with a budding social enterprise about taking on the community café and running a community shop in the smaller ground floor room. Claire Butcher currently runs a SEN youth group called Fresh Fields based in Horsford and has been looking for an opportunity to train the young people, host community events such as knit and natter, community fridge and community library.

24/038. VIKING CENTRE (CONTINUED)

Claire wants to keep costs to a minimum to make the venue as accessible to as many people as possible and has asked if Council could guarantee the rent at a stable level for two years. This would not be anything approaching market rent as this would preclude most people from applying, unless a successful commercial company.

Claire will be attending the July Council meeting.

Cllr. J Leggett asked if SYEP will be expected to pay rent to which the Town Clerk confirmed they would.

Cllr. W F Couzens suggested the existing dilapidated Viking sign could be placed in a glass fronted display box and exhibited in one of the rooms at the centre.

Referring to the original external pub sign post and empty frame he had been in discussion with the Town Clerk regarding a tender or competition to make a sign advertising the Viking Community Centre.

Cllr. D Coleman suggested the competition should be to design the design and consider the type of materials once the design had been agreed.

It was agreed Cllr. W F Couzens to discuss with the Town Clerk to progress.

24/039. WHITE HOUSE FARM DEVELOPMENT

Referring to Planning Application 2023/1943 the Town Clerk reported he had not heard anything further from Chris Raine and noted the Council's comments and reservations still required uploading to the Planning Authority's online portal for residents to view.

Cllr. W F Couzens commented there had been no meetings with Chris Raine within the last month and no future meetings arranged.

Cllr. D Coleman asked if the Town Council could refuse to adopt the parks and open spaces if not of the standard requested and suggested that as Broadland District Council had signed these areas off, they should adopt and maintain them.

Cllr. M A Booth agreed to contact Chris Raine. He would also speak to him about Atlantic Avenue having been advised by County Councillor John Fisher that Norfolk County Council would not adopt the roadway until given the specification, which Persimmon was not providing.

Cllr. D Coleman advised signage on two roundabouts had been damaged and metal poles were leaning at 45 degrees and very dangerous.

24/039. WHITE HOUSE FARM DEVELOPMENT (CONTINUED)

With regard to the skatepark dimensions the Town Clerk had been told the footprint was 2.5 thousand metres square.

Cllr W F Couzens reported on an invitation to comment on the surface of the footpath being installed in Harrisons Woodland. The loose gravel surface was felt to be unsuitable and it was agreed to place and compact another layer of sub-base material topped with granite powder to create a permeable, semi-smooth surface.

All footpaths have been laid except one connecting path to Blue Boar Lane.

Drainage and removal of detritus had been discussed with contactors who were asked to resolve this matter and ensure the ground was level.

It was noted there was standing water on the proposed skate park site.

The Town Clerk recommended that when confirmation is received from Persimmon that all landscaping has been completed Council should have the site surveyed and go out to tender. There could be significant delays if Council waits for the transfer to take place.

24/040. BROADLAND DISTRICT COUNCIL BEESTON PARK DEVELOPMENT

No further update received. Cllr. M A Booth to follow-up.

24/041. SUMMER FETE - 2024

The Town Clerk confirmed preparations were on track and requested volunteers.

With regard to the Help Hub Caravan the Town Clerk had been advised they do not have staffing to work weekends.

Cllr. M A Booth to follow-up.

24/042. D-DAY 80 (06/06/2024)

The Town Clerk reported that performances from the Brass Band and Air Cadets had been organised. He had purchased folding staging to use at both this and future events.

The Parochial Church is kindly lending their PA system and have agreed for the Town Council to sell refreshments to defray some of the costs. volunteers.

Cllrs. M A Booth, S D Booth, M G Callam and W F Couzens volunteered to be onsite at 7.30pm to help with preparations.

24/043. BIODIVERSITY

It was agreed for a weeding event to be held at the Diamond Field on 15 June 2024.

Given the number of topics the group were undertaking discussion on Biodiversity was deferred until after the fete was held.

24/044. AOB

Referring to the repair of the sewer network on Blue Boar Lane, Cllr. W F Couzens commented that Anglian Water were looking to provide a donation to the local community and had written to residents affected by these works who had suggested Sprowston Football Club and the Eagles Team.

Having contacted Anglian Water he had been advised that the Town Council were welcome to make suggestions.

24/045. DATE OF NEXT MEETING

Thursday 27 June 2024 at 5.00pm