

DISS TOWN COUNCIL

MINUTES

Minutes of the meeting of the **Infrastructure Committee** held in the **Council Chamber** at **Diss Corn Hall** on **Wednesday 23rd February 2022** at **7.15pm.**

Present: Members: D. Collins
 S. Kiddie
 A. Kitchen
 S. Olander (ex-officio & Chair)
 E. Taylor (ex-officio)
 C. Valori
 J. Welch
 J. Wooddissee (Vice-Chair)

In attendance: Sarah Richards, Town Clerk
 County / District Councillor Kiddie
 No members of the public

INF0222/01 APOLOGIES

Apologies were received from councillor Warren.

INF0222/02 NOMINATION OF SUBSTITUTE REPRESENTATIVES

There were none.

INF0222/03 DECLARATIONS OF INTEREST¹ AND REQUESTS FOR DISPENSATIONS

There were none.

INF0222/04 MINUTES OF THE LAST MEETING

It was

RESOLVED: That the minutes of the meeting of the Infrastructure Committee held on 27th October 2021 were a true record and were duly signed by the Chairman.

INF0222/05 PUBLIC PARTICIPATION

County / District Councillor Kiddie was in attendance having been requested by the Clerk given item 8 on the agenda. There were no members of the public present.

INF0222/06 ITEMS OF URGENT BUSINESS

There were none.

INF0222/07 STRATEGIC PLAN

a) Members received a verbal update regarding progress towards improving the town cleanliness. The action group has met several times and concluded that the significant costs of the cleaning equipment could not be justified given it is unlikely to achieve the desired outcomes. The proposal would be to restructure the maintenance team to allow for more flexibility and consider recruitment, which would also provide local employment. There have been issues in recent years with retention of maintenance staff therefore a mini job evaluation exercise to review salary scales, hours of work and duties is required. The Maintenance Manager is reviewing job descriptions with a view to have someone in place before the summer. There was a suggestion that the probation service might be able to provide potential candidates.

(Action: MM / Clerk / Exec Chair / AG; by 30.04.22)

b) Members considered progress on the Strategic Plan actions. It was noted that the revised deadline for the first stage of the Diss and District Neighbourhood Plan approval process by the District Council is May 12th.

INF0222/08 VINCES ROAD

Members received a report (reference 57/2122 referred) regarding the Vinces Road junction improvement scheme. It was agreed that the scheme will benefit a much higher proportion of Diss residents with 283 homes situated off Vinces Road in addition to 73 businesses. The properties on Victoria Road located opposite the junction will also benefit from free of charge dropped kerbs, resurfacing of the highway and relocation of the utilities despite objections to the scheme and utilities work. There was discussion regarding the crossing at Treadfirst for the visually impaired. County councillor Kiddie agreed to investigate the phasing of the traffic lights by Hughes as it was reported the sensors may not be working correctly. It was

RESOLVED: To approve the proposed Vinces Road junction scheme proposal at Appendix F subject to a review of the crossing at Treadfirst for the visually impaired.
(Action: Clerk / KK; immediately)

INF0222/09 STREETLIGHTING

Councillors received an update regarding the proposals for upgrading the streetlighting in Mere Street and approved recommendations from the Council's streetlighting contractor (report reference 58/2122 referred). It was

RESOLVED: To approve the additional streetlighting upgrade works in Mere Street totalling £1,708 excluding VAT as per quotation received with allocation to Earmarked Reserves Streetlighting.

(Action: Clerk; immediately)

INF0222/10 DISS YOUTH & COMMUNITY CENTRE

Members considered a proposal to plant fruit trees at the Diss Youth & Community Centre (report reference 59/2122 referred). County councillor Kiddie agreed to check whether the trees could be supplied by their planting scheme. There was discussion regarding encouraging the community to plant trees and the Planning Chair suggested talking to developers about including fruiting trees in future schemes. It was agreed that this could be a feature in the forthcoming Diss Matters publication linked to the Queen's canopy project and reducing the Council's carbon footprint objective. Councillor Wooddissee also agreed to liaise with Quaker Wood regarding developing a small orchard there. It was

RESOLVED:

1. To approve the planting of three different fruit trees on dwarf rootstock at the location marked up on Appendix A at the Diss Youth and Community Centre between October and March.

2. That the resident proposing the scheme will cover the purchase of the fruit trees and installation costs and be responsible for ongoing maintenance including watering, feeding, pruning, and collecting the fallen fruits.

3. That the community fridge project can provide some of the fallen fruit to the community as part of its mission to reduce food waste.

4. To approve the siting of a donated bench in front of the Diss Youth & Community Centre by the trees should it not be feasible to locate it in South Norfolk Council's car park.

(Action: Clerk / KK / ET / JWo; by 25.04.22)

INF0222/11 ITEMS FOR NOTING

a) Town Centre - to note that South Norfolk Council is arranging for a deep clean of the town centre via EU funded Welcome Back Campaign to promote local shopping, help make towns more Covid secure and prepare for the upcoming Jubilee celebrations in the summer. This is scheduled for Monday – Wednesday next week and there will be a social media post to publicise it's happening.

- b) Progress report – to note progress on decisions made at the last meeting. It was noted that former councillor Poulter should be removed from the progress report.

INF0222/12 **MEMBER FORUM**

Members considered information or issues relevant to this committee from members for brief discussion, action, or inclusion on a future agenda. It was noted that the bin at the bottom of South Norfolk Council's Heritage Triangle car park on the corner of the Parish Fields walkway is still full of rubbish.

(Action: MM; immediately)

INF0222/13 **DATE OF THE NEXT MEETING**

Members noted that the next meeting of the Infrastructure Committee is scheduled for 20th April 2022.

Meeting Closed at: 8.08pm.

Chairman: Councillor Olander