

WYMONDHAM TOWN COUNCIL

SUMMONS TO ATTEND -NOTICE IS HEREBY GIVEN THAT
A MEETING OF THE TOWN COUNCIL is to be held on
TUESDAY 2nd July 2024 at **7.00** pm in the Council Offices.

A G E N D A

A one minute silence will be held to mark the passing of former Councillor Michael Welton

	Chairman to ask if anyone wishes to record proceedings and if so to remind those present that a set of guidelines have been adopted by the Council.	
1	Apologies for absences	
2	Declarations of Interest	A
3	To resolve that the minutes of the Council meeting held on 4 th June 2024 are a correct record.	B
4	To receive an update about progress of items from the last meeting of the Council on 4 th June 2024 / previous meetings. <ul style="list-style-type: none">To note the notes of the Browick Road Recreation Park working group meeting dated 13th June 2024 and to ratify the recommendation within.	C
5	To confirm payment of monthly creditors – June 2024.	D
6	Public Participation- members of the public may make representations, ask or answer questions and give evidence in respect of the business on the agenda below. In accordance with standing order 3 (f) this item is limited to 15 minutes unless directed by the Chairman of the meeting.	
7	To consider and approve tractor replacement	E
8	Ketts Park - to agree funding from the New Projects Earmarked Reserve re Norwich Fringe Project.	F
9	Reports from County / District Councillors	
10	Reports from representatives on outside committees	



26th June 2024

Trevor Gurney (Town Clerk)

Council Offices Ketts Park

Harts Farm Road

Wymondham

NR18 0UT

Interests Flowchart

The flowchart below gives a simple guide to declaring an interest under the code.

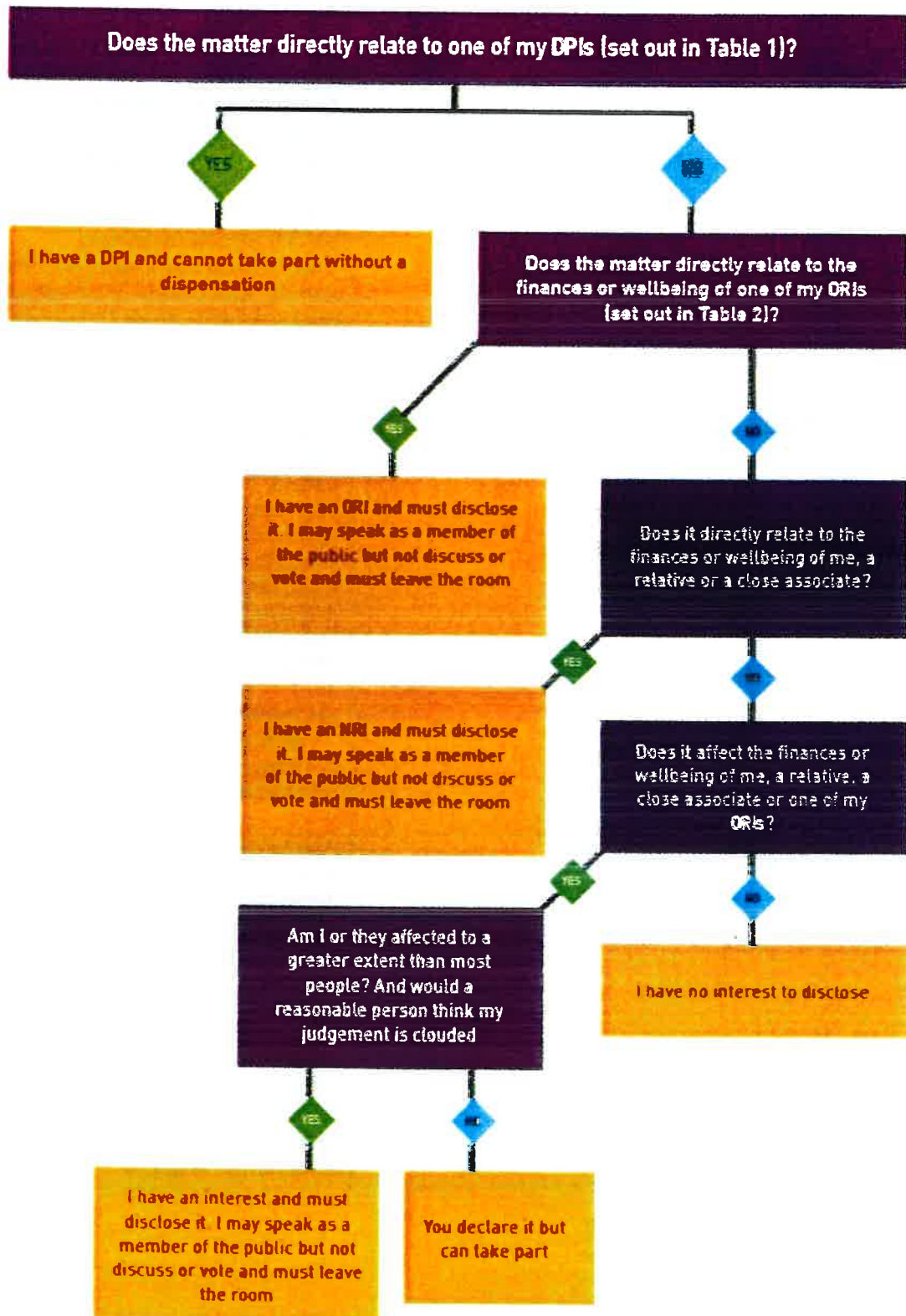


Table 1: Disclosable Pecuniary Interests

This table sets out the explanation of Disclosable Pecuniary Interests as set out in the [Relevant Authorities \(Disclosable Pecuniary Interests\) Regulations 2012](#).

Subject	Description
Employment, office, trade, profession or vocation	Any employment, office, trade, profession or vocation carried on for profit or gain.
Sponsorship	Any payment or provision of any other financial benefit (other than from the council) made to the councillor during the previous 12-month period for expenses incurred by him/her in carrying out his/her duties as a councillor, or towards his/her election expenses. This includes any payment or financial benefit from a trade union within the meaning of the Trade Union and Labour Relations (Consolidation) Act 1992.
Contracts	Any contract made between the councillor or his/her spouse or civil partner or the person with whom the councillor is living as if they were spouses/civil partners (or a firm in which such person is a partner, or an incorporated body of which such person is a director* or a body that such person has a beneficial interest in the securities of*) and the council — (a) under which goods or services are to be provided or works are to be executed; and (b) which has not been fully discharged
Land and Property	Any beneficial interest in land which is within the area of the council. 'Land' excludes an easement, servitude, interest or right in or over land which does not give the councillor or his/her spouse or civil partner or the person with whom the councillor is living as if they were spouses/ civil partners (alone or jointly with another) a right to occupy or to receive income.
Licenses	Any licence (alone or jointly with others) to occupy land in the area of the council for a month or longer

Corporate tenancies	Any tenancy where (to the councillor's knowledge)— (a) the landlord is the council; and (b) the tenant is a body that the councillor, or his/her spouse or civil partner or the person with whom the councillor is living as if they were spouses/ civil partners is a partner of or a director* of or has a beneficial interest in the securities* of.
Securities	Any beneficial interest in securities* of a body where— (a) that body (to the councillor's knowledge) has a place of business or land in the area of the council; and (b) either— (i) the total nominal value of the securities* exceeds £25,000 or one hundredth of the total issued share capital of that body; or (ii) If the share capital of that body is of more than one class, the total nominal value of the shares of any one class in which the councillor, or his/ her spouse or civil partner or the person with whom the councillor is living as if they were spouses/civil partners have a beneficial interest exceeds one hundredth of the total issued share capital of that class.

* 'director' includes a member of the committee of management of an industrial and provident society.

* 'securities' means shares, debentures, debenture stock, loan stock, bonds, units of a collective investment scheme within the meaning of the Financial Services and Markets Act 2000 and other securities of any description, other than money deposited with a building society.

Table 2: Other Registrable Interests

You must register as an Other Registrable Interest :

- a) any unpaid directorships
- b) any body of which you are a member or are in a position of general control or management and to which you are nominated or appointed by your authority
- c) any body
 - (i) exercising functions of a public nature
 - (ii) directed to charitable purposes or
 - (iii) one of whose principal purposes includes the influence of public opinion or policy (including any political party or trade union) of which you are a member or in a position of general control or management

WYMONDHAM TOWN COUNCIL

MINUTES OF A TOWN COUNCIL

MEETING HELD ON TUESDAY 4th June 2024

in the Council Offices at 7.00 pm.

Councillors Present

S Nuri-Nixon	P Barrett	J Barrett
A Perry	L Doheny	P Broome
R Frosdick	D Roberts	M Batley
A James	J Fulcher	L Nixon

Member(s) of the Public: 2

Norfolk County Councillor: R Savage

South Norfolk Councillor: K Hurn

Councillor Nuri-Nixon in the Chair

080/24	<u>APOLOGIES FOR ABSENCE:</u> Cllr. Rosen.
081/24	<u>DECLARATIONS OF INTEREST:</u> None.
082/24	<u>MINUTES OF MEETINGS</u> Upon the proposition of Cllr. J Barrett and seconded by Cllr. Fulcher the minutes of the meeting held on 7 th May 2024 were unanimously approved as a correct record.
083/24	<u>PROGRESS UPDATES:</u> <ul style="list-style-type: none"> <u>PSYCHOLOGICAL SAFETY</u> Cllr. J Barrett advised that he is preparing some paperwork.
084/24	<u>LEISURE ENVIRONMENT ENTERPRISE & TOURISM COMMITTEE</u> Upon the proposition of Cllr. James and seconded by Cllr. Nixon the minutes of meeting held on 21 st May 2024 were noted and the decisions therein were unanimously ratified. It was noted that the launch of the new 'Visit Wymondham@ website had been delayed due to the calling of a General Election.
085/24	<u>FINANCE & GENERAL PURPOSES COMMITTEE</u> Upon the proposition of Cllr. Roberts and seconded by Cllr. Perry the minutes of meeting held on 23 rd May 2024 were noted and the decisions therein were unanimously ratified.
086/24	<u>SUNDRY CREDITORS</u> Upon the proposition of Cllr. Doheny and seconded by Cllr. Broome it was resolved to pay accounts for May 2024, as per the submitted list in the sum of £71,805.79 In compliance with financial regulations the Clerk tabled a list of salaries paid from the account to the sum of £23,654.33
087/24	<u>PUBLIC PARTICIPATION:</u> None.
088/24	<u>INTERNAL AUDITORS</u> Letter from Larking Gowen was noted and that the 2 minor points they had found had been addressed.

089/24	<u>ANNUAL ACCOUNTS</u> Upon the proposition of Cllr. P Barrett and seconded by Cllr. Fulcher it was unanimously resolved to approve the presented Annual Accounts for the year ending 31 st March 2024.
090/24	<u>ANNUAL GOVERNANCE STATEMENT</u> Upon the proposition of Cllr. P Barrett and seconded by Cllr. Fulcher it was unanimously resolved to approve the presented Annual Governance Statement for the year ending 31 st March 2024.
091/24	<u>ACCOUNTING STATEMENT</u> Upon the proposition of Cllr. P Barrett and seconded by Cllr. Fulcher it was unanimously resolved to approve the presented Accounting Statement for the year ending 31 st March 2024.
092/24	<u>FINANCIAL REGULATIONS</u> After discussion and some grammatical amendments upon the proposition of Cllr. J Barrett and seconded by Cllr. Fulcher it was unanimously agreed to approve the new financial regulations.
093/24	<u>WYMONDHAM RAILWAY STATION</u> Cllr. Roberts gave an update on recent developments in respect of the disabled access to platforms at the railway station and thank those individuals and groups who have been involved.
094/24	<p><u>COUNCILLOR EXPENSES</u> Cllr Roberts introduced his paper which will allow Councillors to claim mileage if they attend meetings/events outside of the Town if they so wish. After discussion when differing views were put forward upon the proposition of Cllr. Roberts and seconded by Cllr. Nixon it was resolved to</p> <ol style="list-style-type: none"> 1. Councillors may be reimbursed for travel expenses when carrying out previously approved duties outside of Parish. (approved duties generally means the carrying out of activities approved by the Town Council). 2. The rates of allowance in respect of travel shall be as follows; Custom and Revenue non-profit making rate (currently 45p a mile). 3. Claims should be made on the appropriate forms available from the Clerk. 4. Councillors will not receive expenses for attendance at any meeting of Wymondham Town Council or any work within the Town. <p>For: 8 Against: 0 Abstentions: 4</p>
095/24	<p><u>REPORTS FROM COUNTY / DISTRICT COUNCILLORS</u></p> <p><u>Norfolk County Council</u></p> <ul style="list-style-type: none"> • Cllr. Savage – Nothing to report <p><u>South Norfolk Council</u></p> <ul style="list-style-type: none"> • Cllr. Hurn – Funding available from SNC includes <ul style="list-style-type: none"> ○ Ward members Grants ○ Community Action fund ○ Go for it grants ○ Keeping it going grants ○ Sports champion grants ○ Play street grants ○ Other grants listed on SNC website.

096/24	<u>REPORTS FROM REPRESENTATIVES ON OUTSIDE BODIES:</u> <ul style="list-style-type: none"> • Cllr. P Barrett – Greening Wymondham <ul style="list-style-type: none"> ○ Great big Green week 8th-16th June • Cllr. Nixon – Wymondham Tennis Club <ul style="list-style-type: none"> ○ Official opening new clubhouse and open day – 9th June. • Cllr. Perry – North Wymondham Community Centre <ul style="list-style-type: none"> ○ <u>Agm</u> – finances are good. Chocolate Fest being planned • Cllr. Batley – Allotments <ul style="list-style-type: none"> ○ Open day being planned.
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[The meeting closed at 19.34 pm]

DATED thisday of2024

SIGNED(Chairman)

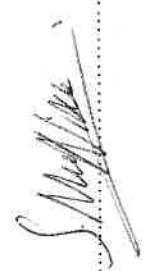
WYMONDHAM TOWN COUNCIL MONTHLY CREDITORS										
No	PAID TO	DESCRIPTION	SERVICES	N/C	EXPEND	ANALYSIS	VAT	AMOUNT	PAYMENT	
33	Biffa Waste Services	Wheeled Bin Account - April	Council Refuse	4520	128.64		25.73			
		Wheeled Bin Account - April	Cemetery Refuse	4420	99.51		19.90	273.78	BACS	7.5.24
34	Ernest Doe & Sons Ltd	Bleach, spanner, brake part cleaner, Swarfega, bolts	L & E Maintenance	6130	276.50		44.29			
		Bearing kit, battery, blades	L & E Equipment Maintenance	6140	603.50		120.71			
		Glasses & gloves	Est - Health & Safety	4195	25.82		5.16	1,075.98	BACS	7.5.24
35	Wymondham Tyre Services Ltd	Tyre, inner tube, puncture repair	L & E Maintenance	6130		159.00	31.80	190.80	BACS	7.5.24
36	South Norfolk Council	Town Co-ordinator costs	Town Co Ordinator	8000		13,028.52	1,293.81	14,322.33	BACS	16.5.24
37	Inform Printed Solutions Limited	Promotional Tote bags - Visit Wymondham	Tourism Development	8200		269.00	53.80	322.80	BACS	22.5.24
38	Green Wave Coffee Ltd	Refund of money sent in error	Est - Miscellaneous	4090		90.00	0.00	90.00	BACS	22.5.24
39	BT	Telephone and internet	T/C - Telephone	8100		344.11	60.82	404.93	BACS	31.5.24
40	EDF Energy	Elec 25.4.24-24.5.24	TIC - Electricity	8040		90.92	4.55	95.47	BACS	5.6.24
40	HMRC	PAYE/NIC	PAYE/NIC	4000		3,947.06	90.92	3,947.06	707409	
41	Norfolk Pension Fund	Pensions	Pensions	4000		4,366.21	0.00	4,366.21	BACS	5.6.24
42	Reed Commercial Services Ltd	Daily cleaning of public toilets - May	Public toilets	4300		1,144.58	228.92	1,373.50	BACS	5.6.24
43	CC Clements & Sons	Key cut to pattern	L & E Maintenance	6130		4.50	0.90	5.40	BACS	5.6.24
44	Hays Recruitment	Temporary Grounds staff	Hays	4005		5,089.45	1,017.89	6,107.34	BACS	5.6.24
45	Mrs S Hurn	Cleaning of Council Offices	Est - Cleaning	4050		79.50	0.00	79.50	BACS	5.6.24
46	The Shed Wymondham	10 No. bird boxes	Est - Miscellaneous	4090		85.00	0.00	85.00	BACS	5.6.24
47	Stannah Lift Services Limited	Premium contract 10.2.24-9.5.24	Est - Miscellaneous	4090		182.50	32.50	195.00	BACS	5.6.24
48	Alan R Cross & Son	Carry out repairs on Honda generator motor	L & E Maintenance	6130	192.00		38.40			
		Replace light with new fitting, Cemetery rest room	Cemetery Maintenance	4440	94.43		18.89	343.72	BACS	5.6.24
49	Jewson	Sawn timber, gravel board, post crete	L & E Maintenance	6130		35.16	7.03	42.19	BACS	5.6.24
50	Viking Payments	Postage	Admin - Postage	4330	188.50		0.00			
		Ring binders, Hole punch	Admin - Print/stationery	4310	89.27		17.85	295.62	BACS	5.6.24
51	T/a Commercial & Industrial Cleaning Supplies Ltd	Toilet rolls	Public Toilets	4300		161.64	32.33	193.97	BACS	5.6.24
52	Mr Overallis Ltd	Work boots	Est - Health & Safety	4195		63.95	12.79	76.74	BACS	5.6.24
53	Wymondham Garden Centre	Plants around War memorial	L & E Brighton Wymondham	6160		104.78	20.94	125.72	BACS	5.6.24
54	CDS	Preparation of meeting and attendance	Est - Miscellaneous	4090		300.00	60.00	360.00	BACS	5.6.24
55	Anglian Internet	Website Hosting and Domain Renewal	Admin - Print/stationery	4310		100.00	20.00	120.00	BACS	5.6.24
56	Anglia Print Limited	Print of Newsletter	Magazine - Print	4810		215.00	0.00	215.00	BACS	5.6.24
					1,698.17	29,840.88	3,259.93	34,708.06		
	Silvey Fleet	Fuel Account	L & E Maintenance	6130		380.03	76.01	456.04	DD	06.5.24
	Silvey Fleet	Fuel Account	L & E Maintenance	6130		128.02	25.60	153.62	DD	13.5.24
	Silvey Fleet	Fuel Account	L & E Maintenance	6130		155.37	31.07	186.44	DD	20.5.24
	Silvey Fleet	Fuel Account	L & E Maintenance	6130		53.72	10.74	64.46	DD	27.5.24
	BT	Lift line	Admin/telephone	4320		10.28	2.06	12.34	DD	16.5.24
	EE	Groundsmans telephone	Admin - telephone	4320		14.80	2.96	17.76	DD	7.5.24
	Sage UK Ltd	Sage 50c Accounts Essential	Admin Print/stationery	4310		96.00	19.20	115.20	DD	16.5.24
	Public Works Loan Board	Half yearly payment	Est - Miscellaneous	4090		35,972.36	0.00	35,972.36	DD	20.5.24
	Valda Energy	Elec 20.4.24-20.5.24	Est - Electricity	4040		542.57	108.51	651.08	DD	9.5.24
	Anglian Internet	Telephone and internet	Admin - telephone	4320		99.59	19.92	119.51	DD	10.5.24
					1,698.17	67,293.62	3,556.00	72,456.87		

Chairman

Deputy Chairman

WYMONDHAM TOWN COUNCIL SALARIES

No	PAID TO	DESCRIPTION	SERVICES	EXPEND	ANALYSIS	VAT	AMOUNT	CHEQUE
2	Barclays Payflow	Salaries - May	Admin Salaries	14,500.21				
			Est Salaries	4,559.40				
			Cemetery Salaries	3,655.25				
			TIC Salaries	939.47			23,654.33	D/D
TOTALS							£23,654.33	


.....Chairman


.....Deputy Chairman

31st May 2024

WYMONDHAM TOWN COUNCIL

Browick Road Recreation Ground Review Working Group

Notes of the meeting on 13th June 2024 at 2.00pm in the Council Offices.

Present:	Cllr. Batley	Cllr. James
	Cllr. Perry	Cllr. Barrett
Substitute		Cllr. Nixon (substitute for Cllr. Nuri-Nixon)
Deputy Clerk		L Trabucco
		Cllr. Broome

1	<u>APOLOGIES</u> – Cllr. Nuri – Nixon.
2	<u>DECLARATION OF INTEREST</u> – None.
3	<u>MEETING 17th OCTOBER 2023</u> It was resolved to accept the notes of the meeting.
4	<u>MATTERS ARISING FROM MEETING HELD ON 17TH OCTOBER 2023</u> – None. It was agreed for the Deputy Clerk to research match funding opportunities available.
5	<u>TEAMS MEETING HELD ON 15TH APRIL 2024</u> – Discussions took place on the advancement of the project in line with the plans that have been prepared. Initial contact with South Norfolk Council has indicated that a planning application is required. Saunders Boston to investigate this further and to seek costs of pre-application advice.
6	<p><u>TO CONSIDER PRE-PLANNING ADVICE ON DEVELOPMENT OF GROUND</u> –</p> <p>Saunders Boston Architects had been in contact with the planning department to obtain planning cost and was advised that this project falls under major development. A quote for a pre application fee of £2,575 was received for pre-planning advise which will engage the planning department initial contact, followed by a meeting to fully assess any restrictions, transport and highways issues, comment on the design, background search and information relating to environmental impact and provide a written response before submitting the full planning application.</p> <p>It was agreed to recommend the engagement of Saunders Boston in pre application advice from South Norfolk Council on the development of the project.</p>

[The meeting closed at 2.29pm]

DATE this day of 2024

Signed

WYMONDHAM TOWN COUNCIL SALARIES

No	PAID TO	DESCRIPTION	SERVICES	EXPEND	ANALYSIS	VAT	AMOUNT	CHEQUE
3	Barclays Payflow	Salaries - June	Admin Salaries	£9,344.47				
			Estab Salaries	£2,196.88				
			Cemetery Salaries	£1,964.40				
			TIC Salaries	£849.26			£14,355.01	D/D
TOTALS							£14,355.01	

..... Chairman

..... Deputy Chairman

30th June 2024

Full Council

Tuesday 2 July 2024

NEW HOLLAND BOOMER 35 COMPACT TRACTOR**Background**

The Town Council owns / leases a number of grassed areas including Ketts Park & Browick Road Recreation Ground and is responsible for their upkeep.

Current Position**New Boomer 35 Compact Tractor**

The Town Council presently owns and uses the above equipment which was purchased in August 2014 and is used to cut smaller grassed areas such as the Fairland, Rothbury Road Recreation Park and Becketswell.

The expect life of this equipment has historically been 10 years and has recently required a significant amount of repairs.

Consultation

Discussion have been held with the Councils Head Grounds Person and he has indicated that he feels the present unit now needs replacing. He is concerned about its condition and future repair/maintenance costs and ultimately failure. He has requested that the Council consider the purchase of the current version of this model with manual gearbox together with the addition of a front tractor loader, to be used on multiple occasion such as moving and lifting soil, levelling, smoothing and digging.

Quotation

3 quotations for a new model, incorporating a trade discount and trade in value for the existing machine has been obtained from New Holland Boomers Compact Tractor suppliers:

	Company A	Company B	Company C
Retail Price	£27,314	£27,314	£27,314
Discount	-£2,732	-£5,097	-£3,277
Trade in	-£5,500	-£6,000	-£5,500
Front Loader Price	£6,850	£6,705	£7,025
Nett Price	£25,932	£22,922	£25,562

Company (B) is also a local supplier and the Council would be supporting a business with an outlet here in the Town with the added benefit of being nearby for any service / repairs in the future.

Funding

It is proposed that the project is funded as follows:

Equipment Earmarked reserve which as at the 31 March 2024 had a balance of £52,916.73

Recommendation

1. Wymondham Town Council accepts the quotation from Company (B) to purchase a New Holland Boomer 35 Compact Tractor with MX3 Plus Self Levelling Loader in accordance with the quotation for £22,922.



Dear Trevor,

I am emailing with regard to funding for this Autumn/Winter (2024/25) woodland management of Kett's Park Wood.

I have attached a report from Matt Davies (Norwich Fringe Project) with updated information on the work already completed and the proposed future work and costings.

Greening Wymondham are again requesting the funding of Matt Davies (NFP) to lead our volunteers for a total of 8 days for the 2024/25 season. As of last year this comprises of 6 days over the autumn/winter starting in October and 2 days for the summer work. Matt has also pointed out that the tree felling licence expired in June 2023 and will need renewing plus the need for a tracked chipper due to the location we would be working in.

Cost for the woodland management will be the same as last year 8 days at £350 per day = £2800, the renewal of the tree felling licence at £250, and the hire of the tracked chipper at £440 therefore the total request is for £3490.

The work will need to start in October, if this requires full council approval, I request that the proposal be put on an agenda at the earliest opportunity to allow enough time for me to liaise with Matt and organise volunteers.

I submit this for WTC's consideration.

Best regards

Peter Knights (Greening Wymondham)



Managing our natural heritage & green spaces

The Norman Centre
Bignold Road,
Norwich, NR3 2QZ

Tel: 01603 989311

Mb: 07733102013

Email: matthewdaves1@norwich.gov.uk

Web site: www.norwichfringeproject.wordpress.com

Date: 7th June 2023

For the attention of: Trevor Gurney Town Clerk Wymondham Town Council

Report by: Matthew Davies Project Officer

Subject: Annual update of the management of Ketts Park Woodland

Map 1 below shows the main central belt where the management work has been concentrated on. I marked the areas we have worked in red with the year of when the work was carried out. The work has included:

- Thinning out, coppicing, and pollarding the dominant crack and goat willow trees to allow light into the woodland floor and allow the oak, hornbeam, cherry, ash, birch, lime etc. to have room to develop and grow.
- Coppicing hazel trees and pollarding / coppicing the lime trees (some limes have been left as standards). Thinning of the oak, hornbeam, cherry, ash, birch, lime etc. has been undertaken where they are having impact on the other woodland trees. We have also used the haloing technique with these tree species as well. This is where you choose the best specimen tree and removed those surrounding it.
- Selective thinning of other standard trees.
- Removing dangerous ash trees which are suffering from ash die back.

The blue area is the summer work we do, this involves cutting and raking off the woodland glade / wildflower meadow areas. To increase biodiversity. We also cut back the woodland path and over hanging vegetation.

October 2023 to March 2024 update see map 1.

This year we completed work in the area marked as 23/24, which involved coppicing and thinning out the trees. We also underplanted over 200 plus whips in this area and around and on the fire site.

I identified several dead and diseased ash trees which were starting to become unsafe and falling over. On the March workday we spent the time clearing several of the dead / diseased ash trees. These were in compartments 21, 20, 19, 18/19.

Future work for 2024 to 2025

There is an estimated 3 to 4 days' worth of coppicing and thinning work to do in the remaining purple compartments shown on map 1.

Map 1



Map 2 shows the two outlying tree belts

The area in red is the work we undertook in autumn 2019. This involved thinning out, coppicing and pollarding, the willow and selective thinning of other trees and coppicing of hazel etc. both to allow light in and create age structure to the woodland.

Future work for 2024 to 2025

Map two location 1 on the map marked by the green boundary line.

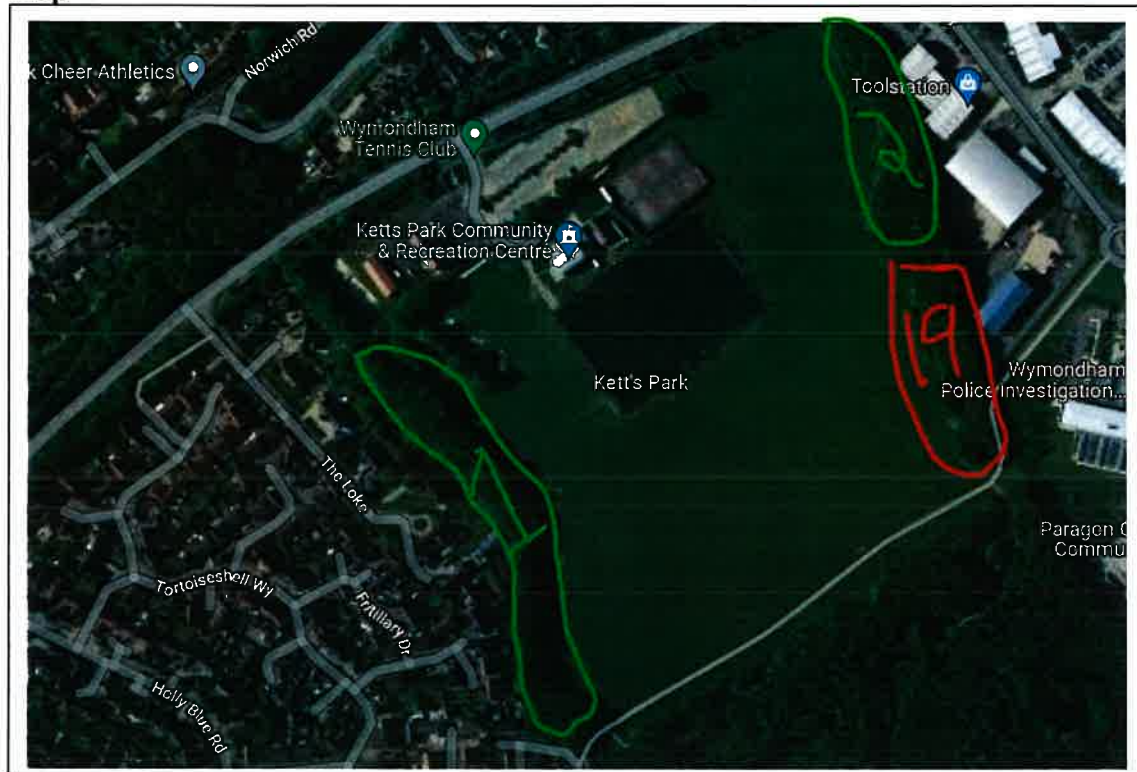
We have never worked in this area of the woodland. The main constraint will be the proximity to the residential houses, which means that we will be unable to burn the cut material; as we have done in the central woodland belt.

There is a lot of willow trees which need to be thinned, coppiced / pollard as they are blocking out light to the woodland floor and impacting on the growth and development of the other native trees. There are also other tree species such as, hazel and lime which can be coppiced or in the case of lime pollarded. The proposed work will allow light into the woodland floor, creating woodland glades and an age structure to the woodland.

The work would generate a lot of brash which we wouldn't be able to burn, and the amount of woody material would create too many habitat piles. Another option would be to hire a tracked woodchipper and chip the brash and blow the wood chippings on to the very muddy path. This would improve the path for walkers. We have taken this approach on other sites where burning and habitat piles are not a feasible option.

My colleague and I are both trained in the use of woodchippers. To manage costs, we would generate piles of brash to be chipped then hire a chipper on two or three occasions, to chip the stacked brash, which would cost an estimated £220 per hire day, this includes fuel.

Map 2



Summary

Approximately 2 to 3 years left of woodland work to do on the areas where we haven't done any woodland work yet. The Norwich Fringe Project runs 6 volunteer workdays with Green Wymondham volunteers, between October and March.

There will be a need to continue to monitor the ash trees which are starting to really suffer from ash die back. The dead and dangerous ash trees in the high-risk areas by the foot path or near properties will need removing, as part of the volunteer workdays we have been selectively removing the dead / diseased and dying ash trees as needed.

There will be a need to look at rotational management of the woodland and undertaking re-coppicing and pollarding of the areas where woodland management work has taken place. This will help to maintain the diversity and age structure of the woodland. Depending on rate of growth this may need to be started before the work in the whole woodland is completed.

The woodland glades marked in blue on Map 1 will require managing each summer which involves:

- Brush cutting and raking off the wildflower meadows
- Mowing the hoggin woodland path and cutting back overhanging vegetation
- This will be an additional 1 to 2 days a year for the management of the woodland glades on top of the current 6 woodland workdays (one a month between

October and March) a total of 7 to 8 Norwich Fringe Project and Greening Wymondham volunteer work days per year

The Norwich Fringe Project provides

- A chainsaw operator
- Experienced and knowledge of woodland management
- Tools, advice, training, and support for the volunteers from Greening Wymondham
- Public liability insurance
- Risk assessments

Felling licence

The felling licence for Ketts Park Woodland came to an end in June 2023, this would need reapplying for. It would take me approx. 5 hours to apply for the felling licence at a cost of £50 per hour = £250

Woodland management work can continue as you are allowed to fell up to 5 cubic metres of timber per quarter. The felling licence will give you flexibility and allow you to fell more timber during the autumn and winter months, without the worry of being prosecuted by the Forestry Commission.

Once I have the Town Councils permission, I can reapply for the felling licence.

Norwich Fringe Project costs

- September 2024 to September 2025
- The Norwich Fringe Project charges £350 per day x 6 woodland workdays and 2 summer workdays = 8 x £350 = Total cost of £2,800 plus 2 days hire of a tracked woodchipper including fuel £440 or £660 for three days hire.