

WYMONDHAM TOWN COUNCIL

SUMMONS TO ATTEND - NOTICE IS HEREBY GIVEN THAT THERE WILL BE A MEETING OF
THE LEISURE ENVIRONMENT ENTERPRISE & TOURISM COMMITTEE
ON TUESDAY 16th July 2024 at 7.00 pm in the Council Offices.

A G E N D A

1	Apologies for absence	
2	Declarations of Interest	A
3	To confirm the minutes of the Leisure Environment Enterprise & Tourism Committee meeting held on 21 st May 2024.	B
4	To receive an update about progress of items arising from the last meeting of the committee held on 21 st May 2024/ previous meetings.	
5	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.	
6	To consider revised Biodiversity Policy & Action plan	C
7	To consider purchase and installation of seed library – North Wymondham Community Centre.	D
8	To consider purchase and installation of 4 Bat Boxes - Becketswell	E
9	To consider proposed Biodiversity enhancement review	F
10	Town Co-Ordinator update	

Council Offices

Ketts Park

Harts Farm Road

Wymondham

NR18 0UT

pp Laura Tabacco
T B Gurney

Town Clerk

9th July 2024

Committee Members

Cllr. James	Cllr. Batley	Cllr. Doheny
Cllr. Nixon	Cllr. Nuri Nixon	

Interests Flowchart

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

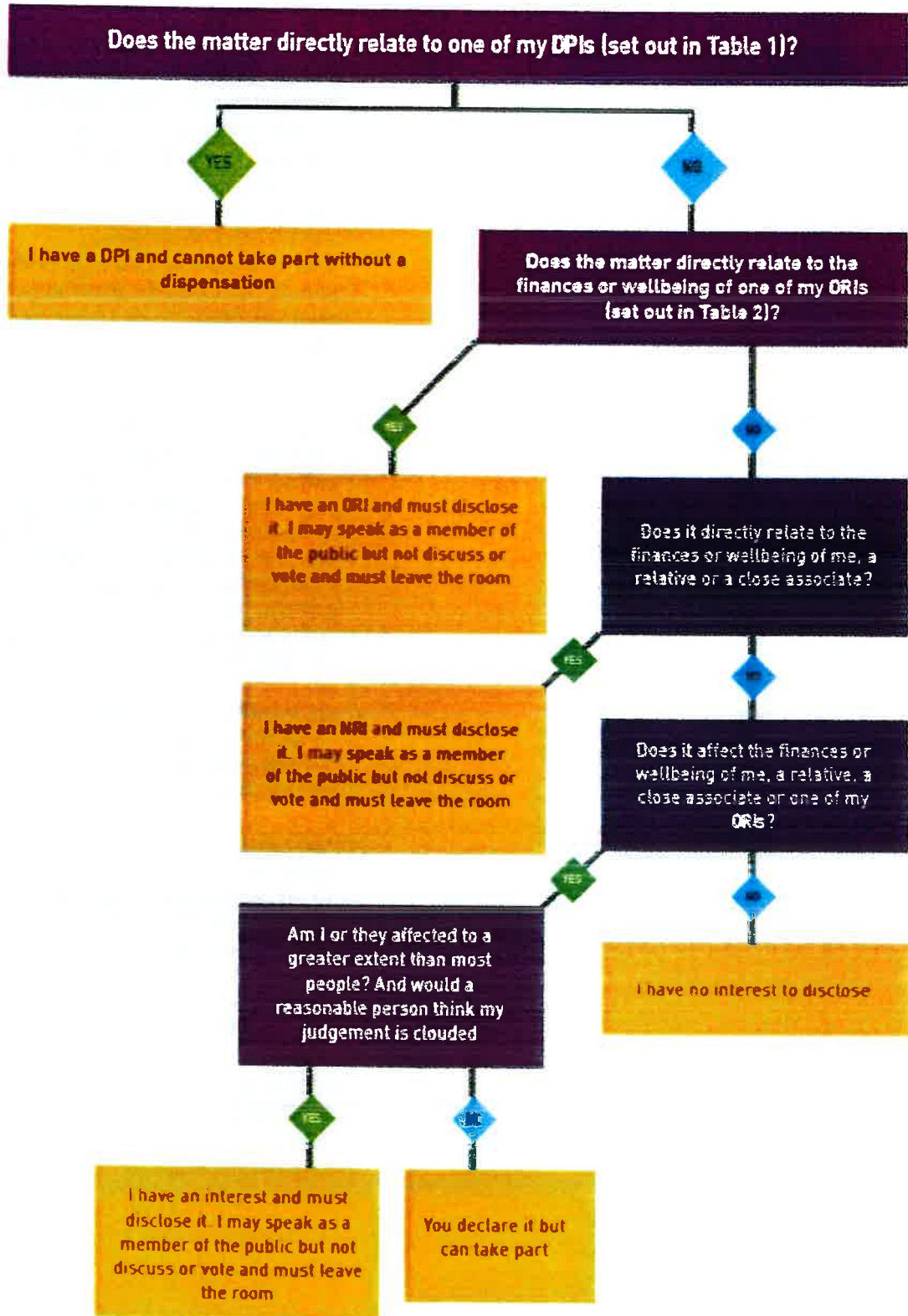


Table 1: Disclosable Pecuniary Interests

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 Registerable 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 MEETING OF THE LEISURE, ENVIRONMENT,
ENTERPRISE AND TOURISM COMMITTEE held on Tuesday 21st May 2024
in the Council Offices commencing at 7.00 pm

Present:

Cllrs	A James (Chair)
	L Nixon
	M Batley
	L Doheny
	S Nuri-Nixon

Also Present:

1 member of the public.
C Pharaoh – SNC – Town Co-ordinator

LE09/24	<u>CHAIR</u> Cllr. James called for nominations. Upon the proposition of Cllr. Nuri-Nixon and seconded by Cllr. Nixon it was resolved to appoint Cllr. James as Chair.
LE10/24	<u>VICE -CHAIR</u> Cllr. James called for nominations. Upon the proposition of Cllr. Nuri-Nixon and seconded by Cllr. Batley it was resolved to appoint Cllr. Nixon as Vice-Chair.
LE11/24	<u>APOLOGIES FOR ABSENCE</u> – None.
LE12/24	<u>DECLARATIONS OF INTEREST</u> – None.
LE13/24	<u>MINUTES OF MEETING</u> Upon the proposition of Cllr. Nixon and seconded by Cllr. Batley it was unanimously resolved to approve the minutes of the Leisure, Environment, Enterprise & Tourism Committee meeting held on 16 th January 2024 as a correct record subject to a minor amendment to minute LE08/24
LE14/24	<u>PROGRESS UPDATES</u> <ul style="list-style-type: none"> • <u>VISIT WYMONDHAM WEBSITE</u> will be launched on 30th May 2024.
LE15/24	<u>PUBLIC PARTICIPATION</u> - None
LE16/24	<u>LETTERS TO HEAVEN</u> Cllr. James outlined her proposal to install a letter box in the cemetery. After discussion upon the proposition of Cllr. James and seconded by Cllr. Nixon it was resolved to approve the purchase and installation of a Letters to Heaven postbox (Example 2 - £210) in the Cemetery. If deemed successful, a future purchase of a second postbox to be considered for the new Cemetery. For: 4 Abstention: 1
LE17/24	<u>PLAY EQUIPMENT</u> Cllr. James introduced a report on maintaining play equipment. After discussion during which Cllr. Doheny table an amendment

	<p>upon the proposition of Cllr. James and seconded by Cllr. Nixon it was unanimously resolved that Wymondham Town Council grounds team carry out an inspection of all Council owned play equipment in the five play areas it own/manages with a view to identifying equipment that needs painting. The painting should take place when weather conditions are most suitable. From now on, an inspection of this nature will take place on an annual basis, sufficiently early in the year so that any required repairs and maintenance can take place in the summer months of that same year. Additionally, over and above regular health and safety inspections, if any equipment is identified as needing repair or replacement, this should be brought to the attention of the Town Clerk for remedial action to take place.</p>
LE18/24	<p><u>KETTS PICNIC</u> Cllr. Nixon outlined proposal to stage a family picnic at Ketts Park on Sunday 7th July to celebrate the 475th anniversary of Robert Kett. Various activities are to be planned to include the provision of some small fairground children's rides for free. The overall cost is £1810 funded primarily from a donation from the Wood family and the Chairs civic events budget. Upon the proposition of Cllr. Nixon and seconded by Cllr. James it was unanimously resolved to proceed.</p>

[The meeting closed at 19.17 pm]

DATED this day of2024

SIGNED (Chairman)

WYMONDHAM TOWN COUNCIL

Biodiversity Policy & Action Plan

Adopted July 2024

DRAFT

MODEL BIODIVERSITY POLICY

BACKGROUND

Under Section 40 of the [Natural Environment and Rural Communities Act 2006](#) (NERC), updated by Section 102 of the [Environment Act 2021](#), every public body, including Town & Parish Councils, has a duty to conserve biodiversity and can spend funds in doing so.

Wymondham Town Council (hereinafter referred to as the Council) which has any functions exercisable in relation to England must from time to time consider what action the authority can properly take, consistently with the proper exercise of its functions, to further the general biodiversity objective.

Biodiversity matters because it supports the vital benefits humans get from the natural environment (Gov UK, 2024). It contributes to the economy, our health and wellbeing, and enriches our lives. As well as helping our ecosystems provide goods and services such as food, fresh water and clean air, it also helps with protection from natural disasters, regulation of our climate, purification of our water and pollination of our crops.

Over 97% of the UK's wildlife meadows have been lost since the 1930's. These now make up just 1% of the UK (National Trust 2024). Wildlife meadows can contain up to 40 species in one square metre. They attract pollinating insects including bees, beetles, butterflies and moths. Biodiversity is also increased by the siders, reptiles, amphibians, bats and birds in meadows (National Trust, 2024).

DEFINITION

According to Defra (Biodiversity 2020), biodiversity is the variety of all life on Earth. It includes all species of animals and plants – everything that is alive on our planet.

Biodiversity is important for its own sake and has its own intrinsic value. A number of studies have shown this value also goes further. Biodiversity is the building block of our 'ecosystems' that in turn provide us with a wide range of goods and services that support our economic and social wellbeing. These include essentials such as food, fresh water and clean air, but also less obvious services such as protection from natural disasters, regulation of our climate, and purification of our water or pollination of our crops. Biodiversity also provides important cultural services, enriching our lives.

AIMS AND OBJECTIVES

The object of this policy is to work towards conserving and enhancing the biodiversity of the Council's area.

The Full Council and any committees of the Council will consider sustainability, environmental impact and biodiversity when making decisions and will develop and implement policies and strategies as required.

Wymondham Town Council will aim to improve the biodiversity of the area in the following ways:

- consider the potential impact on biodiversity represented by planning applications.
- manage its land and property using environmentally friendly practices that will promote biodiversity.
- support local businesses and council operations in the adoption of low impact / nature positive practices.

- encourage and support other organisations in Wymondham to manage their areas of responsibility to promote biodiversity.
- support residents and community groups including Greening Wymondham and Wymondham Nature Group to enhance and promote and promote biodiversity.

ACTIONS

Planning applications

The Council will:

- Where appropriate support site and building design that benefits biodiversity through the conservation and integration existing habitats or provision on new habitats, when commenting on planning applications.
- Support protection of sensitive habitats from development and consider where the development would mean loss of important habitats for wildlife in respect of all applications.
- include policies in support of biodiversity within the neighbourhood plan.

Land and property management

Outdoor spaces managed by Wymondham Town Council:

- 1) Becketswell
- 2) Bellrope Park
- 3) Council Offices – Ketts Park
- 4) Priory Gardens
- 5) Browick Recreation Ground
- 6) Queen Elizabeth II memorial Garden
- 7) Ketts Park
- 8) King's Head Meadow
- 9) Rothbury Road Park
- 10) Tolls Meadow
- 11) Wymondham Cemetery

The Council will:

- Promote the conservation and increase of local biodiversity with regard to the management of its open spaces by doing the following:
 - Continue with the ban of the use of glyphosate.
 - Keep a record of the use and timings of any pesticide use.
 - Follow [Norfolk County Council's guidelines and the HSE code of practice for using plant protection products](#)
 - To comply with the [Wildlife and Countryside Act 1981](#), time maintenance work to avoid nest building time: March to August
- Take particular care in the specification of grounds maintenance contracts to ensure that the work, does not harm the natural environment, whilst reaching acceptable standards.
- Source sustainable materials when procuring supplies for Wymondham Town Council use.
- Promote biodiversity issues and the implementation of changes when managing its buildings.

Local community

Wymondham Town Council will:

- raise public awareness of biodiversity issues, including through its website and newsletters.
- engage with local businesses and residents regarding biodiversity in the community enabling members of the community to assist and make a difference.
- Involve the community in biodiversity projects on its land including for example tree planting, wildflower meadows, birdbox making.

Partners

Wymondham Town Council will work in partnership with other organisations including Greening Wymondham, Wymondham Nature Group, Norfolk Wildlife Trust and other community groups, businesses and individuals to protect, promote and enhance biodiversity within the council area.

Wymondham Town Council will review any local nature recovery strategies, species conservation strategies, or protected site strategies in respect of local Sites of Special Scientific Interest (SSRIs) and consider how it may become more involved in implementing the strategies' recommendations.

MONITORING

- This policy was adopted on 16/07/2024 and will be reviewed/readopted annually, or sooner should legislation dictate.
- Biodiversity monitoring by local groups will be welcomed by Wymondham Town Council and where appropriate the council will act upon the findings
- Develop an action plan on improving biodiversity with SMART objectives and monitor progress.

ACTION PLAN

SITE / OBJECTIVE	ACTION	OUTCOME	TARGET (Years)	REPORTING / PUBLICITY
Whole council area	Raise local awareness of biodiversity.	Gain local support for action.	Ongoing	Newsletter, social media, website
Protect and support biodiversity	Encourage suitable planting to support biodiversity.	Connect & diversify habitats to meet the needs of a variety of wildlife species	Ongoing	Mapping
Cemetery / churchyard	<p>Additional planting</p> <p>Maintain and renew bird boxes as required.</p> <p>Adopt a plan to support wildlife and diversity whilst maintaining the site in a way which enables visitors to experience quiet and calm remembrance.</p> <p>Leave leaf litter and dead vegetation wherever possible as a habitat for invertebrates.</p>	<p>Increased diversity of habitats and food sources</p> <p>Increased cover for invertebrates, reptiles, amphibians and small mammals.</p> <p>Encouraging insects particularly butterflies and bees.</p>		
Recreation ground (s)	<p>Sympathetically maintain hedging.</p> <p>Leave some areas unmown.</p> <p>Only use environment friendly pesticides where absolutely necessary and only in ideal weather conditions.</p>	<p>Food sources and cover</p> <p>Encourages insects.</p> <p>Sustain and enhance natural habitats.</p>		
Common / other open spaces	<p>Adopt a management plan.</p> <p>Encourage residents to remove litter and pick up after their dogs.</p> <p>Work with the county council on verge management, favouring biodiversity but noting which areas may need cutting for highway safety.</p>	<p>Sustain and enhance natural habitats.</p> <p>Protecting habitats</p> <p>Protecting/enhancing habitats</p>		

	Encourage residents to adopt areas to look after, making it clear what is expected e.g. peat free compost and no chemicals.	Regular attention.		
SITE / OBJECT	ACTION	OUTCOME	TARGET (Years)	REPORTING / PUBLICITY
The Built Landscape	Ensure that planning consultations are considered against the requirements of the Neighbourhood Plan Encourage hedgehog/small animal highways with permeable boundaries	Protecting/enhancing habitats Extending habitats.	Ongoing	
Increase community awareness of biodiversity	Ask residents for their views on what they would like to be done to conserve biodiversity within the parish. Raise awareness of the importance of gardens as habitats for wildlife, with possible actions highlighted in the parish magazine. Create a page on the parish council website for photographs / information / links Encourage local farmers to contribute. Provide seed bombs / bulbs etc. for residents' use. Discourage floodlighting.	Engagement/ownership of biodiversity Promote biodiversity. Promote biodiversity. Promote biodiversity. Extending habitats. Protect nocturnal animals.	Ongoing	Neighbourhood plan
Support Community Projects and Groups	Support hedge/tree planting in any appropriate areas. Work in partnership with the school to develop young people's awareness of the environment around them. Consider events and offer volunteering opportunities to support	Extending habitats. Promote biodiversity.	Ongoing	

	<p>biodiversity, working with local organisations.</p> <p>Work in partnership with Wymondham Access Group to ensure our open spaces are accessible for those with disabilities.</p>	<p>Promote biodiversity.</p> <p>Promote accessibility.</p>		
--	---	--	--	--

DRAFT

North Wymondham Community Centre Seed Library

Last spring Wymondham Town Council was kindly donated a seed library by a local carpenter Craig Jenkins. Since being placed in Priory Gardens in the town centre, Cllrs James and Nixon (and residents) have replenished the library a few times with their spare seeds, due to its popularity. The ethos behind a seed library is that seeds are not purchased but spare packets are donated by those with a surplus for others to take and use.

Proposal:

We propose Wymondham Town Council commissions Craig Jenkins of One Man and His Wood to make a further seed library to be given as a gift to the residents of North Wymondham. It would be located outside North Wymondham Community Centre. The Trustees of NWCC have been approached and have agreed to take on custodianship and care of the seed library. This will enable residents from the large North Wymondham area to access a seed library much closer to where they live.

The cost to purchase this new seed library is £150.

Proposer: Cllr Nixon

Secunder: Cllr James

Bat Boxes for Becketswell

Research from the Bat Conservation trust says that ‘The Red List for British Mammals shows that 4 of the 11 British mammal species that are red listed as being at imminent risk of national extinction are bats . Two more British bat species are near threatened.’

There are various factors at play here including loss of habitat due to clearing of trees and hedgerows to make way for modern buildings, light pollution and pesticide use. The Woodland Trust says that we can help bats to thrive in various ways, some of which Wymondham Town Council is already doing – stopping the use of pesticides which destroys their food source and leaving old or dead trees in situ where safe to do so as they provide nesting sites.

Another suggestion is to install bat boxes in trees which provide safe places for pregnant females to live over the autumn and winter months until their young are born the following year. Boxes should be placed at least four metres above ground, away from bright lights and positioned facing either south or south-east. We have sought advice from Jane Harris, a leading researcher and conservationist at the Norfolk and Norwich Bat Group who has said that she will consult with us when the bat boxes are ready and carry out a site visit to Becketswell and advise how and where it is best to situate them

Information provided to us by Wymondham Nature Group identified that there are nine species of bat that use Wymondham as a hunting and breeding ground. The common pipistrelle bat can be found all over Wymondham but they particularly like to nest in bat boxes. They are in their largest numbers near the abbey where the River Tiffey and the pond in Becketswell provides them with a good source of food such as mosquitoes and other small insects.

Proposal:

The recommendation by The Woodland Trust to install bat boxes is a fairly simple addition we can make as a council in order to help our local bat population thrive. We propose purchasing 4 bat boxes, to be made by The Shed Wymondham, at a total cost of £120. The boxes to be installed in trees around Becketswell Park.

Proposer: Cllr Nixon

Secunder: Cllr James



RSPB Burford bat box

★★★★★ [\(1 Review\)](#)

These protected mammals have lost many roosts in recent years. Provide bats with a place to roost in your garden with this quality bat nesting box.

[Read full information](#)

£35.00

Quantity: In stock

- 1 +

[Add to Basket](#)

FREE UK delivery with orders over £50

Example of a suitable pipistrelle bat box - similar to those The Shed would make.

Biodiversity Enhancement of Wymondham Town Council's Managed Areas

The Town Council is now moving forwards with the implementation of its Biodiversity Policy and is starting to review a number of its practices and approaches.

As a reminder the Town Council manages the following open spaces:

- 1) Becketswell
- 2) Bellrope Park (leased from the Grammar School Trust)
- 3) Council Offices – Ketts Park
- 4) Priory Gardens
- 5) Browick Recreation Ground
- 6) Queen Elizabeth II memorial Garden
- 7) Ketts Park (leased to South Norfolk Council)
- 8) King's Head Meadow (leased to the Football Club)
- 9) Rothbury Road Park
- 10) Tolls Meadow
- 11) Wymondham Cemetery

There are many options to consider when aiming to achieve our goal of biodiverse and well managed Town Council open spaces. Some of the above areas are more suited to a formal garden approach, others have the capacity to be 'wilder'. It should be noted that, whilst unmown grassy and wild flower areas can be unpopular with some residents, others appreciate the approach. The key is to strike a balance that meets as many diverse views and needs as possible. Help and advice can be sought from local experts such as WyNG and Greening Wymondham to ensure we get it right. Other national organisations such as the conservation charity 'Plantlife' are a source of useful information about concepts such as 'No Mow May' and we could consider signing up to be part of Plantlife's 2025 campaign.

Proposal:

We propose that LEET/Wymondham Town Council instructs the Deputy Clerk to undertake a review of all of the areas listed above to ascertain where biodiversity can be enhanced by, for example, allowing grass to grow, sowing wild flower seeds, creating suitable wild life habitats and more.

The Deputy Clerk should produce a paper with an action plan identifying the steps needed to introduce a managed approach which will enhance biodiversity - with a target date of presenting it at the November LEET meeting.

Proposer: Cllr Nixon

Seconder: Cllr James