



## Caen Meadow Working Group (CMWG) meeting notes

**Thursday 24<sup>th</sup> August 2023, 6.30pm at The Hub (URC), Norwich Road.**

1. **Attendance** – Noted those present - Ionie Lyons, Angela Ireland, Cllr Peter Mantle, Nicky Nicholls, Ruth Rhead.  
Apologies – Bill Dashley  
Agreed that the Clerk could record the meeting for the purpose of minute taking.
2. **Appointment of Chair** – Ionie Lyons agreed to take the Chair.
3. **Terms of Reference** – reviewed and agreed the proposal. Clerk to present to Full Council for agreement. Clerk to publicise the group and try to recruit new members.

**TO FULL COUNCIL & ACTION CLERK**

4. **Summer update** – group felt that the Meadow hadn't been as busy this summer as in previous years.  
**Grass** - The areas of longer grass have helped to keep people to the central areas. The areas of long grass will be cut in the autumn. It was felt that the reseeding of the slope has only been partially effective.  
**Beach area** - The beach has become more stepped and narrower and members of the public have complained that it is hard to get in and out of the water with children. There was discussion about the Meadow being a wild space and not a managed swimming location. Noted that the area around the life ring had become very overgrown. Clerk to ask grass cutting contractor to make sure this is clear. Broadland District Council own and inspect the life ring. **ACTION CLERK**  
**Litter** – litter has been good. Members of the public are doing litter picks. Groups of young people are meeting at Trafford Memorial Ground and leaving a lot of litter. Noted that there is a lot of litter in the undergrowth and this needs a thorough litter pick in the autumn/winter when the undergrowth dies down.  
**Parking** - parking has been very bad. People are parking across the entrances and across residents' driveways. People are respecting the "residents parking only" signs that some residents have put up in front of their houses.  
**Bins** – new signage seems to be working. Grey roll top bin is being used and isn't overflowing. Number of pick-ups is correct. Clerk asked the group to advise her when the roll top bin isn't being used and she will halt the collections for the winter. The bin will then be stored at the Cemetery.  
**New signs** – agreed that they were effective but have been repeatedly vandalised. Posts have been pulled up. The posts were then concreted in and cut off within 24 hours later. New signs are being made. Agreed to dispense with the posts and affix the signs onto the entrance gates. Clerk is reporting all incidences to the Police. The Police have been seen at the Meadow at the weekend.  
**Missing hedge to the left of the entrance** – RR would like to replant the hedge adjacent to their property. Agreed this was a good idea. Clerk to ask Full Council. **TO FULL COUNCIL**
5. **Clarification of budgetary constraints re future management of the Meadow.** Reviewed the Parish Council budget which includes a three-year projection. Budgets are held for grass cutting and strimming, tree surgery, hedge cutting, roll top bin, miscellaneous costs for Caen Meadow (£500) and project money for the Caen Meadow management plan (£1028). Further revenue and capital funds could be available going forward depending on precept, other financial demands on the Council and grant funding.

6. **Strategy** – discussed ongoing challenge of agreeing the right way to manage the Meadow. Back in 2019 the Parish Council met with Norfolk Wildlife Trust (NWT) and agreed to leave areas of the Meadow untouched to create habitat for wildlife. This has created the Meadow we have today. There are concerns that this looks untidy and doesn't create enough space for visitors. However, the number one concern of the group is the difficulty in accommodating high visitor numbers without appropriate visitor facilities such as toilets, parking and regular litter collection. Discussed concerns about breach of the terms of the lease. The lease is dated from 1972 and runs for 99 years to 2071. Clause 2d says "To keep and maintain the land in good heart and condition and free from brambles rubbish and noxious weeds and not to allow the land to deteriorate". Discussed how relevant this is in 2023 in the context of the climate emergency and the advice from NWT. There have been no objections from Trafford Estates (TE) but it has been some time since the Parish Council and the Estate met. Clerk reported back on her conversation with the Green Spaces officer at BDC who advised getting in third party support to draft a management plan which included consultation with stakeholders. Agreed that more up to date advice was required that balances the needs of all stakeholders who are identified as - the owners (Trafford Estates), the leaseholders (Parish Council), residents, visitors and wildlife. Agreed that the Clerk is to draft a specification to appoint a professional to create a management plan and to take the proposal to Full Council. Agreed to set up a meeting with Trafford Estates. **ACTION CLERK & TO COUNCIL**
7. **Prioritisation of areas of concern following on from the walkarounds.** There was a lengthy discussion about the areas that are not cut back. This can be viewed as habitat areas for wildlife but others see it as scruffy and uncared for. Talked about cutting under the canopies of the trees. Clerk advised that these areas were not cut back on advice from the Wroxham tree warden. Noted that the fence around the Dell still needs replacing. Reluctance to clear the beach area as this would encourage more visitors which the Meadow doesn't have the resources to support.
8. **Water testing** – group reported that the water is looking visually very clean. Cllr Mantle reported that the BA Navigation Committee are working on water quality as part of the Broad plan partnership – to investigate and report back. Rivers Trust are running a campaign on clean rivers. **ACTION CLLR MANTLE**
9. **Survey / people counter** – on advice from BDC's Open Spaces Officer a survey would be included in the specification for the creation of a management plan. See item 6.
10. **Highways re the Turning area at gate and parking at the narrow point on Church Lane** – discussed the possibility of putting double yellow lines at the main gateway inside the Caen Meadow boundary. This would not be enforceable but may deter those that restrict access to the gate and would prevent access by emergency services. Reviewed the land registry plans and the terms of the lease. Would need discussion with Trafford Estates. Clerk to take to Full Council. **TO FULL COUNCIL**
11. **Recruitment of new members** – see item 3.

## **12. NEXT MEETING DATE – 19<sup>th</sup> October 2023**

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