

I give notice of a meeting and summon members to attend a meeting of the
**Property Committee on Wednesday 1 October 2025 at 6pm in the Jubilee Community
Centre, 106 Howdale Road, Downham Market, Norfolk PE38 9AH**

Members of the public are welcome to attend this meeting.

Claire Dornan

Town Clerk

24 September 2025

Agenda

1. To note Apologies for Absence
2. To receive declarations of interest and consider requests for Dispensations.
3. To approve the minutes of the meeting held on 20 August 2025 and 10 September 2025
4. Public Participation
5. To discuss and agree amended Terms of Reference for Property Committee.
6. To discuss and agree budget allocation for Property Committee for 2026-2027
7. To receive quotes for the installation of flow plates at the Jubilee Community Centre road way, to discuss pedestrian access, signage and agree actions.
8. To update on property inspections – frequency and checklists.
9. To discuss progress with a Car Park Orders working group, terms of reference etc.
10. To consider quotes for improving the white lining of the tarmac car park at the JCC, the addition of speed roundels and give way road markings at the JCC.
11. To discuss the gritting contract and agree actions.
12. To update on the review of the Town Square steps.
13. To discuss removal of skatepark and agree actions.
14. To discuss the removal of the tyres at the JCC and agree actions.
15. To discuss measures to prevent dog fouling and damage at the Memorial Garden and agree actions.
16. To update on lighting in the Paradise Rd Car Park.
17. To discuss and agree temporary arrangements pending the relocation of the Paradise Rd pump meter.
18. To discuss the picnic area and memorial boat planned for the JCC and agree actions.
19. To confirm the date of next meeting.

End