

MINUTES of the LEISURE & ENVIRONMENT COMMITTEE
held at the Connect Building, Oak Street, Fakenham

TUESDAY 17th OCTOBER 2023 AT 5.30PM

PRESENT:

Councillors:

V Joslin (Chairman presiding),

P Bucknell, A Glynn, J Holdom, J Rockett, Mark Campbell

Clerk: Lesley Meanley

Members of the Public: None

Press: None

		Action (initials)
67	TO RECEIVE APOLOGIES FOR ABSENCE Apologies were received and accepted from Cllr M Dutton, Cllr M Coates, Cllr Southerland & Cllr Acheson	
68	ELECTORS QUESTIONS A complaint was raised as to the condition of Aldiss Park car park. Council will consider potential solutions. WJ Aldiss have asked if they can cut back the Peckover Cemetery trees overhanging the car park and building. Cllrs agreed for WJ Aldiss to proceed but to be clear trees have TPO's so proper procedures will need to be followed. A question was raised as to whether dogs can be allowed on lead in Fakenham cemeteries. They are not covered by NNDC Public Space Protection Orders. Clerk to investigate. Low hanging trees on a pathway near Field Lane – Cllr Campbell to send the Clerk details to raise with Highways. Rubbish being dropped by Aldi's, needs an additional bin. Clerk to look into.	Clerk Clerk MC/Clerk Clerk
69	DECLARATIONS OF INTEREST Cllr Joslin declared a non-pecuniary interest in Allotments	
70	MINUTES On the proposition of Cllr Bucknell, seconded by Cllr Glynn, the minutes of the Leisure and Environment meeting held on 19 th September 2023 were AGREED by all and signed by the Chairman.	
71	MATTERS ARISING FROM THE MINUTES Matters arising from the Minutes: Minute 56 (43, 25, 9,162,145,129,112,96,78) – Millennium Park –entrance. gates etc – All agreed to pass quote received to Full Council Minute 56 (43, 25, 9,162,145,134) – replacement whips for Creake Road cemetery and possible orchard whips. Woodland trust bid for 60 free whips successful, delivery in March. Clerk to confirm possible temporary growing locations. Cllr Joslin to confirm aftercare. Minute 44 – Queens Road Chapel Repairs – awaiting quotes. Minute 44 – Creake Road - Drainage & Cesspit Survey. Clerk to progress Minute 45 – Review Millenium Park Cableway. Paused whilst Park equipment and design under review. Minute 45 – Park equipment metal strimmer protection sleeves. Ordering underway. Minute 57 – Trap Lane Pavilion - emergency lighting installation and repair. Clerk to Progress. Minute 57 – Parking Bollard supply and installation. Clerk confirmed Fold down type in neutral or metal colour and will provide options. Minute 57 – Creak Road Cemetery Consecration and future layout. All approved potential ideas for layout. Clerk to progress potential options.	Clerk/VJ Clerk Clerk Clerk Clerk

	Minute 57 – Goggs Mill litter bin alternatives. Agreed similar solid constructions. Clerk to progress Minute 59 – Grounds maintenance & Equipment options – Clerk to look into sickness insurance & leasing costs Minute 60 – Valuations of council owned buildings – All agreed quote £600 net to go to full council.	Clerk Clerk
72	TO RECEIVE ESTATE REPORTS AND UPDATES ON OUSTANDING ITEMS To discuss Trap Lane - New windows & doors on order, Guttering work commences 21 st October. To discuss Millennium Park. Skatepark repair booked. Front Fencing and side fencing repair booked. To discuss Creake Road Cemetery. Roofing work commenced 16 th October. To discuss the allotment sites. Two of the three sites require replacement Noticeboards, Clerk to progress. All agreed that where additional costs are incurred from allotment tenants not following the rules and regulations when giving up a plot, those costs will be passed onto the tenant by way of loss of deposit and debt recovery. Next year to consider set fees. To discuss Railway cutting maintenance. Deferred To discuss Tree Maintenance – All agreed quote for £575 for crown reduction On a tree on Greenway Lane allotments to move to full council. All agreed where residents ask for healthy overhanging trees belonging to Fakenham Town Council to be cut back that the resident is welcome to seek an arborist opinion and cut back accordingly, themselves, subject to any TPO's. To discuss the War memorial – Deferred Cllr Campbell left the meeting.	
73	TO RECEIVE NOTIFICATION OF THE DELEGATED GRASS CUTTING AGREEMENT PAYMENT. £21,226.19 Gross, £17,688.49 net Received.	
74	TO RECEIVE THE MINUTES OF THE ALLOTMENTS SUB-COMMITTEE MEETING HELD ON : 03 RD OCTOBER 2023: Received	
75	TO DISCUSS POTENTIAL LOCATIONS SUITABLE FOR MEN'S SHED Fakenham Town Councils current recreational areas do not offer a suitable location. Cllr Glynn to reply with other suggestions	AG
76	TO DISCUSS BUDGET SETTING FOR 2024/25 To consider raising miscellaneous estate expenditure and reallocation of earmarked reserves. Queens Road Chapel repairs, Creake Road Cemetery expansion, Aldiss Park entranceway and Millenium Park improvements to be considered.	
77	TO MOVE THAT THE PUBLIC & PRESS BE EXCLUDED FROM THE MEETING UNDER THE PROVISIONS OF SECTION 1(2) OF THE PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960. On the proposition of Cllr Bucknell seconded by Cllr Glynn RESOLVED that pursuant to Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, that Public & Press be excluded from the Meeting, as publicity would be prejudicial to the public interest by reason of the nature of the business to be transacted. Cllr Bucknell Left the meeting	
78	TO DISCUSS CLLR CUSHING'S REPORT TO FULL COUNCIL One matter was discussed	
79	TO DISCUSS THE LAND BEING DONATED BY LOVELLS ON RUDHAM STILE LANE One Matter was discussed.	
80	TO REVIEW FAKENHAM TOWN COUNCIL LAND LEASES One matter was discussed	
81	TO MOVE INTO OPEN SESSION On the proposition of Cllr Glynn seconded by Cllr Rockett RESOLVED the Council moves into Open Session	
82	TO CONFIRM THE DATE AND TIME OF THE NEXT MEETING 21 st November 2023 at 5:30pm	

	<p>There being no further business the meeting closed at 19:27pm</p> <p>Confirmed this day of 2023</p> <p>CHAIRMAN</p>	
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