MINUTES OF THE FACILITIES & AMENITIES COMMITTEE MEETING
HELD AT THE FAKENHAM CONNECT BUILDING, OAK STREET, FAKENHAM

TUESDAY 11th AUGUST 2026 AT 18:00

Attending Committee Councillors: C Fairbrother (Deputy Chair), A Glynn, J Rockett

Attending Non-Committee: None
Town Clerk: L Meanley
Deputy Clerk / RFO
General Public: None
Press: None

Number	Agenda
23/26 FA	**To receive Apologies for Absence** Apologies received from G Thorpe and T Duffy
24/26 FA	**To adjourn the Meeting for Electors' questions** None
25/26 FA	**Declarations of Interest: Members are asked at this stage to declare any Interests, which they may have, in any of the following items on the agenda** Cllr Fairbrother declared an interest in agenda item 50/26 FA
26/26 FA	**To Confirm the minutes of the Facilities & Amenities meeting held on the 09th June 2026** On the proposition of Cllr Glynn, seconded by Cllr Rockett the minutes of the Facilities and Amenities meetings held on 9th June 2026 were AGREED by all and signed by the Chairman.
27/26 FA	**To discuss any matters arising from the Minutes of the Facilities & Amenities Meeting held on 09th June 2026** Item 155/25 FA to be closed as now on FRGC agenda and action log. Item 253/26 FA LYMT grant denied by NNDC.
28/26 FA	**To receive an update on estate management** A tree has come down in the railway cutting at the end of the path where there is no exit so will be left for now. The skip is in place at Aldiss Park. The Tunn Street Triangle tree has been re-caged and signage put back up.
29/26 FA	**To note any equipment expenditure within budget** The hedge trimmer required a service and new head at a cost of £450, The tractor required works at a cost of £1068 and the Mule servicing and works at a total of £994
30/26 FA	**To note Tree Works expenditure at Queens Road Cemetery of £1,165** Cllrs noted.
31/26 FA	**To note the June 2026 operational playground inspections** The reports were noted
32/26 FA	**To discuss and agree play equipment repair expenditure** On the proposition of Cllr Glynn, seconded by Cllr Fairbrother, all agreed to accept a quote for repairs excluding football goal testing for approx. £3500 exc VAT **ACTION: Clerk to seek football goal quotes**
33/26 FA	**To consider Estate weed management** Cllrs discussed weed management and agreed on the proposition of Cllr Glynn, seconded by Cllr Fairbrother to continue with the current method of weed management.
34/26 FA	**To consider Estate grass cutting quotes received so far for 2027/28** On the proposition of Cllr Glynn, seconded by Cllr Rockett and agreed by all to recommend to Full Council to continue with the current 2026/27 suppliers and offer

	them the option of being a preferred supplier for the next 3 years, only seeking different supplier quotes if there are large prices rises. Quote accepted for Creake Road Cemetery and Fakenham Parish Church £9950, Estate locations £8908.20.
35/26 FA	**To consider Verges grass cutting quotes received so far for 2027/28** On the proposition of Cllr Glynn, seconded by Cllr Rockett and agreed by all to recommend to Full Council to continue with the current 2026/27 suppliers and offer them the option of being a preferred supplier for the next 3 years, only seeking different supplier quotes if there are large prices rises. Quote accepted for verges £14,400.
36/26 FA	**To review and agree policies and risk assessments for update:** • **To note the Water Safety Risk Assessment review and recommendations** This was noted • **To review the Children's Play & Fitness Equipment Areas Risk Assessment** Cllrs noted the amendments to the Children's Play & Fitness Equipment Areas Risk Assessment and RESOLVED to approve it. • **The Biodiversity Policy 2024-2026 summary** This was noted • **The Biodiversity Policy** Cllrs noted the amendments to the Biodiversity Policy and RESOLVED to approve it.
37/26 FA	**To discuss adding a cost for market traders hiring the gazebo at £5.00** Cllrs agreed to introduce a non-refundable £5 charge for traders using the Town Council gazebo. Cllr Rockett Left the meeting and it became inquorate.
38/26 FA	**To confirm a donation of £100 to the Community First Responders for a free public Defibrillator and Bleed Kit training event 18th August 2026**
39/26 FA	**To discuss and agree quotations for lighting at Creake Road cemetery Lychgate and toilet**
40/26 FA	**To discuss the 2026/2027 NCC Bus Shelter Grant Scheme**
41/26 FA	**To discuss the Railway Cutting**
42/26 FA	**To discuss Christmas Lights 2027**
43/26 FA	**To receive an update on the ground's vehicles**
44/26 FA	**To discuss the Hawk & Owl Trust's request regarding parking at Gogg's Mill Picnic Area.**
45/26 FA	**To review and agree allotment:** • **Rules and regulations** • **2027/2028 fees**
46/26 FA	**To receive an update on Allotment services**
47/26 FA	**To discuss quotations for Priority 1 memorials at Queens Road Cemetery**
48/26 FA	**To review and agree Cemetery** • **Rules and regulations** • **Fees from 1st September 2026**
49/26 FA	**To receive an update on Cemetery services**
50/26 FA	**To discuss the FLASH Project**
51/26 FA	**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**
52/26 FA	**To consider the progression of proposals for securing alternative accommodation for Council administrative staff and to determine, in principle, the next steps.**
53/26 FA	**To move into open session**
54/26 FA	**To confirm the date and time of next the meeting –**

	Facilities & Amenities: Tuesday, 13th October 2026 at 18:00

	There being no further business the meeting closed at 18:33 Confirmed this day of 2026 **CHAIRMAN**