

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

TUESDAY 23rd AUGUST AT 5.30PM

PRESENT:

Councillors: V Joslin (Chairman), M Coates, P Bucknell, W Simmons, J Griffiths, M Dutton, J Rockett, G Foortse, J Holdom

Deputy Town Clerk: A Kerrison

Members of the Public: None

Press: None

		Action (initials)
55	TO RECEIVE APOLOGIES FOR ABSENCE Cllr A Glynn	
56	ELECTORS QUESTIONS There were none.	
57	DECLARATIONS OF INTEREST There were none.	
58	MINUTES On the proposition of Cllr Coates, seconded by Cllr Griffiths, the minutes of the Leisure and Environment meeting held on 2 nd August 2022 were AGREED by all and signed by the Chairman.	
59	MATTERS ARISING FROM THE MINUTES Minute 42 (24) – Queens Road Chapel door and roof repairs – We are waiting for the contractor to come back to us with timescales for repairing the doors. Cllr Joslin stated that the possibility of a grant from the Ecclesiastical Repair fund was being investigated to cover both the doors and the roof repairs. Minute 42 (25) – Trap Lane windows – The installation has been completed. Cllr Dutton will visit to make sure all the work is of a satisfactory standard and sign the work off. Minute 42 (25) – Trap Lane fire risk assessment – The risk assessment has been received and circulated to the committee members. There is some work to be done on printed fire procedures and updating signage. This will allow the completion of Little Angels Health and Safety certificate. Minute 42 (25) – Railway cutting – Victory Housing have been contacted regarding one of their tenants fly tipping into the cutting. No response has been received. This is to be chased by the office. Minute 42 (28) – Millenium Park play equipment – The new equipment has been installed and signed off Minute 42 (28) – Millenium Park fence repairs – The Clerk has been unable to find a contractor willing to take on the job. This is ongoing. Minute 49 – Grass Cutting Contract – The Clerk is looking at which areas are currently our responsibility, and those which we a looking to add.	Clerk/ Deputy Clerk
60	TO CONSIDER A CHANGE OF DATES FOR L&E MEETINGS Cllr Joslin suggested that the meetings should be moved from the 4 th Tuesday of the month to the 2 nd to allow items to be ratified at Full Council on 3 rd Tuesday and complete tasks more quickly. The Deputy Clerk highlighted that this would mean moving P&R meetings which are currently held on 2 nd Tuesday. It was agreed that the dates/timings and frequency of committee meetings should be an agenda item at the next Full Council meeting.	Deputy Clerk
61	COUNCIL'S ESTATE <ul style="list-style-type: none"> • Update on levelling up bid and future impact on the area – the results of the bid are not likely to be known before October. 	

	<ul style="list-style-type: none"> • Goggs meadow now has the promised cattle grazing on it. • Trap Lane maintenance – The replacement of the guttering is to be investigated. • Queens Road cemetery refurbishment of the benches at the Church Lanes entrance. This is ongoing. • Railway cutting plan for care and attention – this is ongoing. • Millennium Park - It was agreed that an FRGC meeting is needed to discuss further updates of play equipment, and the replacement of the pillars and gates at the entrance. <p>It was agreed that the security of all the estate needs to be an agenda item for the next P&R meeting, following the travellers taking up residence on Aldiss Park.</p>	
62	<p>TO DISCUSS PROVIDING WELFARE FACILITIES FOR THE GROUNDS STAFF</p> <p>Cllr Joslin explained that it was hoped to do work on one of the changing rooms at Trap Lane to enable the Groundsmen to use it during the winter months. A separate, fenced off entrance to the back of the pavilion would allow the Groundsmen access without having to go through the main hall. It was hoped to complete all the works within the £500 discretionary budget available to the Clerk. On the proposition of Cllr Joslin, seconded by Cllr Foortse and agreed by all, that this project should go ahead.</p>	
63	<p>TO DISCUSS THE PROPOSED ALLOTMENT SITE ON THE LOVELLS DEVELOPMENT</p> <p>It was noted that the transfer of the land to the Town Council is still in the hands of the solicitors. The meeting discussed the possibility of the land being used as a community garden rather than allotments. The Deputy Clerk will contact the lady who originally asked about a community garden to get her thoughts.</p>	Deputy Clerk

64	<p>TO RECEIVE AN UPDATE ON NNDC GREENBUILD EVENT</p> <p>Posters and fliers have been delivered to local businesses, and a window dressing competition organized.</p>	
65	<p>TO CONSIDER UNDERTAKING A LITTER PICK AROUND THE ESTATE</p> <p>This will take place later in the year in areas yet to be defined.</p>	
66	<p>TO CONSIDER FUTURE PROJECTS</p> <p>UPP funding support is ongoing.</p> <p>Boots steps and railings being smartened up is ongoing.</p> <p>Jubilee Commemoration in some way is yet to be decided.</p> <p>Removal of the brambles from the bank at the Wells Road, Highfield Road junction needs to be done. This needs to be discussed with the grass cutting contractors.</p>	
67	<p>TO RECEIVE AN UPDATE ON THE LIBRARY TRIANGLE PROJECT</p> <p>This has been delayed by the necessity to erect scaffolding around the library to repair the roof. Cllr Fitzpatrick will be asked for a report on progress at the next Full Council meeting.</p>	
68	<p>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.</p> <p>On the proposition of Cllr Coates seconded by Cllr Bucknell 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.</p>	
69	<p>WHITELANDS WALL</p> <p>This was discussed and further action identified.</p>	

70	<p>TO MOVE INTO OPEN SESSION On the proposition of Cllr Coates seconded by Cllr Griffiths RESOLVED the Council moves into Open Session.</p>	
71	<p>TO CONFIRM THE DATE AND TIME OF THE NEXT MEETING 27th September 2022 at 5:30pm</p>	
72	<p>There being no further business the meeting closed at 18.40pm</p> <p>Confirmed this day of 2022</p> <p>CHAIRMAN</p>	