

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

**TUESDAY 20<sup>th</sup> FEBRUARY 2024 at 5.30PM**

**PRESENT:**

Councillors:

V Joslin (Chairman presiding),

A Glynn, J Holdom, J Rockett, A May-Hannam, I Ponton

Clerk: Lesley Meanley

Deputy Clerk: A Kerrison

Members of the Public: None

Press: None

		<b>Action (initials)</b>
<b>130</b>	<b>TO RECEIVE APOLOGIES FOR ABSENCE</b> Apologies were received and accepted from Cllrs P Bucknell, M Dutton and M Campbell	
<b>131</b>	<b>ELECTORS QUESTIONS</b> A request has been received from Fakenham Events Committee to use Millennium Park on 20 <sup>th</sup> July 24 to stage a summer carnival. Agreed that this could go ahead.	
<b>132</b>	<b>DECLARATIONS OF INTEREST</b> None	
<b>133</b>	<b>MINUTES</b> On the proposition of Cllr Joslin, seconded by Cllr Glynn the minutes of the Leisure and Environment meeting held on 16 <sup>TH</sup> January 2024 were <b>AGREED</b> by all and signed by the Chairman.	
<b>134</b>	<b>MATTERS ARISING FROM THE MINUTES</b> Matters arising from the Minutes: <ul style="list-style-type: none"> <li>• <b>Minute 118</b>  <b>Trap Lane water heater repair</b> – The repairs have been done.  <b>Millenium Park hedge work</b> – The hedge will be lowered by 6 inches as soon as the Grounds men can do it.  <b>Gogg’s Mill car park pothole</b> – Repair work has been carried out by Highways.  <b>Queens Road Coronation bench</b> – The bench has been installed in Queens Road cemetery and is being well used.  <b>Queens Road cemetery entrance</b> – after discussion about the pros and cons of planters in the entrance to prevent parking, it was suggested having this area added to the traffic warden’s area of responsibility. Cars can then be ticketed if they park and block the entrance to the cemetery. The Deputy Clerk will contact Kings Lynn Borough Council to see if this can be done.  <b>Aldiss Park fallen tree</b> – The river is currently too high to safely remove the fallen tree. It will be done as soon as the water levels drop.  <b>Estate tree maintenance work</b> – covered in Minute 136  <b>Whips project</b> – covered in minute 138.</li> <li>• <b>Minute 121</b>  <b>To discuss IDB work required in Gogg’s Mill / Hall Staithe</b> – IDB inspected in December when no problems were found. This will be kept under review.</li> </ul>	<b>Deputy Clerk</b>

135	<p><b>TO RECEIVE AND ACCEPT THE MINUTES OF THE ALLOTMENT SUB-COMMITTEE MEETING HELD 6<sup>th</sup> FEBRUARY 2024</b></p> <p>On the proposition of Cllr Joslin, seconded by Cllr Glynn, the minutes of the Allotment subcommittee meeting held on 6<sup>th</sup> February were AGREED by all and signed by the Chairman.</p> <p>The spending for 2 new noticeboards for Greenway Lane and Rudham Stile Lane sites was noted and agreed. Cllr Joslin stated that security caps were being investigated for the water stop cocks on the sites as the last water bills were higher than expected taking in to account the water being turned off over the winter.</p>	
136	<p><b>TO RECEIVE NEW ESTATE MANAGEMENT AND BUILDING MAINTENANCE UPDATES</b></p> <ul style="list-style-type: none"> <li>• <b>Groundsman vacancy</b> – 11 applications have been received. These will be considered by HR committee tomorrow.</li> <li>• <b>To discuss Millenium Park – Gateway works</b> – The gates are still with the engineering company. It will be late spring before they can be fitted. It was noted that the skatepark safety signs have been graffitied and need replacing.</li> <li>• <b>To discuss Creake road cemetery</b> – estimates required for remaining maintenance work on entrance. It will be March before the work can be carried out.</li> <li>• <b>To discuss Queens Road cemetery &amp; chapel</b> – health and safety works. We are awaiting confirmation of a start date from the builders.</li> <li>• <b>To discuss the allotment sites</b> – This was covered under minute 135.</li> <li>• <b>To discuss tree maintenance and agree initial specific sites for Tree Survey</b> – A quote of £995 has been received for the work on Greenway Lane allotment hedge. A quote of £750 has been received for work on the Queens Road cemetery hedge. It was agreed to go ahead and get the work done. It was agreed to start with Greenway Lane allotment site, St Peter’s Garden and Gogg’s Mill picnic area for the tree survey. The survey is to be carried out in the new financial year.</li> <li>• <b>To discuss the war memorial</b> – It was agreed to get a quote from a memorial mason regarding repairs needed. The railings also need to be shot blasted and repainted. Cllr Glynn will investigate any grants available for the work.</li> <li>• <b>To discuss progress of repair work on Aldiss Park car park as agreed at Full Council.</b> The wet weather has delayed the work being done. The Clerk will chase when this is likely to be completed.</li> </ul>	<p>Cllr Glynn</p> <p>Clerk</p>
137	<p><b>TO DISCUSS POSSIBLE EVENTS:</b></p> <p><b>D-Day 80th Anniversary planning</b> - The working party has had its first meeting. The proclamation and children’s poem will take place during the market in the morning. The main event will be in the evening in the Town square.</p> <p><b>April Commemorative Car Rally 28.04.24</b> - This is still going ahead and the organisers have been encouraged to apply for a Market tolls grant towards costs.</p>	
138	<p><b>TO CONFIRM ARRANGEMENTS FOR THE PLANTING AND MAINTENANCE OF WOODLAND TRUST WHIPS</b></p> <p>The whips are due to arrive between 26<sup>th</sup> February and 5<sup>th</sup> March. They will be grown on at Grove Lane allotment site until they are ready to be replanted at the Creake Road cemetery extension. The ground is being prepared by the Groundsmen. The whips will be planted and looked after by volunteers organised by Cllr Joslin.</p>	
139	<p><b>TO DISCUSS LITTER PICK</b></p> <p>This will hopefully go ahead in March. Cllr Joslin is liaising with organisers of previous picks.</p>	

140	<b>TO DISCUSS A LOCATION FOR THE PROPOSED COMMUNITY ORCHARD</b> There was nothing new to report.	
141	<b>TO MOVE THAT THE PUBLIC &amp; PRESS BE EXCLUDED FROM THE MEETING UNDER THE PROVISIONS OF SECTION 1(2) OF THE PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960.</b> On the proposition of Cllr Joslin 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.	
142	<b>TO DISCUSS FAKENHAM TOWN COUNCIL LAND LEASES</b> There was nothing new to report.	
143	<b>TO RECEIVE AN UPDATE ON SKATEPARK INSURANCE CLAIM</b> The matter is in the hands of the insurance company solicitors.	
144	<b>TO DISCUSS THE FLASH PROJECT</b> Land registry details were discussed.	
145	<b>TO MOVE INTO OPEN SESSION</b> On the proposition of Cllr Joslin seconded by Cllr Glynn RESOLVED the Council moves into Open Session	
146	<b>TO CONFIRM THE DATE AND TIME OF THE NEXT MEETING</b> 19 <sup>TH</sup> MARCH 2024 at 5:30pm	
	There being no further business the meeting closed at 6:40 pm  Confirmed this                      day of    2024  <b>CHAIRMAN</b>	