

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

TUESDAY 25TH OCTOBER AT 5.30PM

PRESENT:

Councillors: V Joslin (Chairman), M Coates, A Glynn, P Bucknell, M Dutton, J Holdom.

Clerk: G Hawkes

Members of the Public: One

Press: None

		Action (initials)
73	TO RECEIVE APOLOGIES FOR ABSENCE Cllr G Foortse	
74	ELECTORS QUESTIONS The Clerk reported an email from NNDC about the Miyawaki Forest Project, Fakenham Academy may be interested and the details will be forwarded to Cllr Glynn to liaise with the academy. Highfield Road car park barrier – there has been no progress so we will contact District Cllr Rest for an update. A lady has contacted us for an update on a potential community garden in Fakenham, this has been considered as a possibility for Lovells Lane, the Clerk will reply – see Min 81 below.	Cllr Glynn Cllr Joslin Clerk
75	DECLARATIONS OF INTEREST Cllr Joslin re a nonpecuniary interest as an allotment holder	
76	MINUTES On the proposition of Cllr Coates, seconded by Cllr Holdom, the minutes of the Leisure and Environment meeting held on 23rd August 2022 were AGREED by all and signed by the Chairman.	
77	MATTERS ARISING FROM THE MINUTES Minute 42 (24) – Queens Road Chapel door and roof repairs – the Clerk reported that the front door will be removed and the area secured by the contractor in November. On the proposition of Cllr Joslin, seconded by Cllr Coates it was moved that a budget of £2,000 be made available for completion of the Chapel Roof repairs, this was agreed by all. Minute 42 (25) – Trap Lane windows – Cllr Dutton has inspected the work and signed it off – this can now be removed from the agenda. 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) – Millennium Park play equipment – The new equipment has been installed and signed off – this can be removed from the agenda. Minute 42 (28) – Millennium 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 trying to arrange a meeting with CGM and considering options to bring part of the work in house or look at an alternative option.	Clerk Clerk Clerk
78	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/November. 	

	<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 by the Clerk. Queens Road cemetery refurbishment of the benches at the Church Lanes entrance – to be considered Spring 2023 Railway cutting plan for care and attention – ongoing the Clerk will chase 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. Some tree work has been completed by our groundsmen, more is needed to improve visibility. <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>	<p>Clerk</p> <p>Clerk</p>
79	<p>TO RECEIVE THE MINUTES OF THE ALLOTMENT SUB COMMITTEE On the proposition of Cllr Coates, seconded by Cllr Dutton, the minutes of the Allotment subcommittee meeting held on the 4th October 2022 were AGREED. Cllr Joslin advised that with the exceptionally dry summer the water supply pressure was inadequate, this may have been an Anglian Water Company issue.</p>	
80	<p>TO DISCUSS PROVIDING WELFARE FACILITIES FOR THE GROUNDS STAFF The Clerk reported that the work on one of the changing rooms at Trap Lane to separate and fence off the entrance to the back of the pavilion and provide a hot water supply was in hand and would be completed shortly. Cllr Dutton asked that the Clerk review the steps at the back which gives access.</p>	Clerk
81	<p>TO DISCUSS THE PROPOSED ALLOTMENT SITE ON THE LOVELLS DEVELOPMENT It was noted that the transfer of the land to the Town Council is still in the hands of the solicitors. The meeting discussed options including the electors question min ref 74 – we will need a full proposal and costing. The Rotary Club (Gordon Turner), of Richard Crook (Greenbuild)</p>	Clerk

82	<p>THE PARISH PARTNERSHIP SCHEME FOR 2023/2024 The Clerk suggested that a project to upgrade our existing street furniture was an option, although bids need to be in by 9th December 2022.</p>	
83	<p>TO CONSIDER UNDERTAKING A LITTER PICK AROUND THE ESTATE This was discussed and it was agreed that we could improve our presence in the town with a social media presence to organise events like a litter pick. Cllr Glynn agreed to look at some figures on costs.</p>	Clerk
84	<p>TO CONSIDER FUTURE PROJECTS UPP funding support is ongoing. Boots steps and railings have been removed. Jubilee Commemoration in some way is yet to be decided. Removal of the brambles from the bank at the Wells Road, Highfield Road junction needs to be done. This will be discussed with the grass cutting contractors by the Clerk – see min ref 77(49)</p>	
85	<p>TO RECEIVE AN UPDATE ON THE LIBRARY TRIANGLE PROJECT This has been delayed by the necessity to erect scaffolding around the library to repair the roof and is unlikely to progress in this financial year.</p>	

86	<p>TO CONSIDER THE BUDGET FOR 2023-2024</p> <p>Estates – it was felt prudent to consider a general increase in costs that were non contractual of 10%</p> <p>Cemetery fees – on reviewing other Councils fees we are in the middle range of fees so no increase was required.</p> <p>Allotments – an increase has just been implemented, with a twelve month notice period required the next increase cannot be implemented until October 2024.</p> <p>A general discussion was held about the need to plan for large capital expenditure purchases, it was felt prudent to add £5,000 per annum to the existing budget of £15,000.</p>	
87	<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 Dutton seconded by Cllr Coates 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>	
88	<p>WHITELANDS WALL</p> <p>This was discussed and further action reported.</p>	

89	<p>TO MOVE INTO OPEN SESSION On the proposition of Cllr Coates seconded by Cllr Dutton RESOLVED the Council moves into Open Session.</p>	
90	<p>TO CONFIRM THE DATE AND TIME OF THE NEXT MEETING To be a date in November 2022 at 5:30pm at a date to be confirmed</p>	
91	<p>There being no further business the meeting closed at 19.30pm Confirmed this day of 2022 CHAIRMAN</p>	