

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

TUESDAY 14TH MAY 2024 at 5.30PM

PRESENT:

Councillors:

V Joslin (Chairman presiding),

A Glynn, J Holdom, M Dutton, J Rockett, P Buckland and M Campbell

Deputy Clerk: A Kerrison

Administration Assistant: K Lindsay

Members of the Public: None

Press: None

		Action (initials)
183	TO RECEIVE APOLOGIES FOR ABSENCE No apologies were received.	
184	ELECTORS QUESTIONS None	
185	DECLARATIONS OF INTEREST None	
186	MINUTES On the proposition of Cllr Joslin, seconded by Cllr Glynn the minutes of the Leisure and Environment meeting held on 16 th April 2024 were AGREED by all and signed by the Chairman.	
187	MATTERS ARISING FROM THE MINUTES There were none.	
188	TO DISCUSS EVENTS: D-Day 80th Anniversary planning – A brief update was given of ongoing plans regarding the military historian talk, WW2 veterans and local businesses taking part. April Commemorative Car Rally 28.04.24 – This event was successful despite the weather.	
189	TO CONSIDER INSTALLING BAT OR BIRD BOXES IN SUITABLE IDENTIFIED AREAS OF THE ESTATE It was thought this was a good idea but not a priority. Care needs to be given regards the siting of the boxes to ensure bats do not have access to neighbouring buildings.	
190	TO CONSIDER THE HEDGEHOG HIGHWAY PROJECT It was felt that this project was more relevant to schools.	
191	TO DISCUSS NNDC'S VOLUNTEERING OFFER This project is to celebrate 50 years of NNDC. One suggestion was for them to plant a bog garden at the bottom of the Hayes Lane playing field.	
192	TO DISCUSS NEW ESTATES MACHINERY New machinery is needed to enable estate management to come under the control of the Council. After discussion it was agreed that the Clerk should be asked to get a comparison of replacing the Kioti with like for like vehicle and also one step up. Prices for hiring on a 1 to 2 year lease as opposed to buying should also be investigated, with same day replacement/repair. The need for a lighter trailer which is able to support the weight of heavy machinery was also noted.	Clerk

193	<p>TO RECEIVE AND DISCUSS THE CLERK'S WRITTEN REPORT ON ESTATE MANAGEMENT AND BUILDING MAINTENANCE</p> <ul style="list-style-type: none"> • It was agreed with 5 votes for and 2 abstentions to purchase a noticeboard for Creake Road cemetery at a cost of £400. It was also agreed that the allotment fees must be reviewed at a future L&E meeting. • It was agreed with 5 votes for and 2 abstentions to purchase a bollard and chain fence for the turning circle at Creake Road cemetery at a cost of approx. £400. It was also agreed that the cemetery fees should be reviewed at a future L&E meeting. • The possibility of setting up a “friends of the cemetery” group was considered. This was thought to be a good idea in principle, but careful thought needs to be given to terms of reference and adequate public liability insurance. It was agreed to contact a neighbouring Council to see how their scheme works. It was also noted that the “friends” could set themselves up as a charitable group who would then be able to access additional funds. It was also suggested that a cemetery sub-committee should be formed to oversee anything relating to the cemeteries. • The Clerk asked the meeting to consider amending the rules and regulations for the cemeteries to allow for one unbreakable vase to be placed in the centre of the grave space in the lawn section. This was agreed. She also asked for regulations to allow a small fence to be erected snugly around the vase to prevent wildlife eating the flowers. This was agreed but it was stipulated that the fence must be made of chicken wire or similar, not plastic etc. • We are still waiting for a quote for removing the tree at Aldiss Park. A discussion took place about the safety of the boardwalk. On the proposition of Cllr Rockett, seconded by Cllr Campbell and agreed by all, the boardwalk should be closed with immediate effect. This is to be an agenda item at the next L&E meeting. • A defect has been identified on the surface of the skatepark. The cost of repair is approx. £900. On the proposition of Cllr Joslin, seconded by Cllr Bucknell and agreed by all to get the repair done as soon as possible. The long-term future of the skatepark was discussed. This is to be an agenda item for the next L&E meeting. • The brickwork by the flower beds in Millennium park needs repairs. It was agreed that the Clerk should get quotes for the work to be done. • The brick weave on Havelock square has been disrupted by the roots of the tree. The Clerk asked for permission to get quotes for the work to be carried out. This was declined as the work was deemed as not urgent. • A discussion took place regarding the repair of the wall at St Peters & St Paul's church. After discussion on the proposition of Cllr Holdom, seconded by Cllr Glynn and agreed by all that the quotes should be given to the church for them to decide which one they preferred the Council to put the £7K put aside for the repairs, towards. • The Clerk asked for permission to purchase a noticeboard for Grove Lane allotments at a cost of £400. On the proposition of Cllr Joslin, seconded by Cllr Bucknell and agreed by all, to go ahead with the purchase. 	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
194	<p>TO REVIEW THE ESTATES ACTION PLAN AND PRIORITISE IN CONJUNCTION WITH AGENDA ITEM 11 (MINUTE 193) See above.</p>	
195	<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. On the proposition of Cllr Bucknell seconded by Cllr Joslin RESOLVED that</p>	

	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.	
196	CONFIDENTIAL MINUTES On the proposition of Cllr Glynn, seconded by Cllr Joslin the confidential minutes of the Leisure and Environment meeting held on 16 th April 2024 were AGREED by all and signed by the Chairman.	
197	TO RECEIVE AN UPDATE ON SKATEPARK INSURANCE CLAIM The current state of the claim was discussed.	
198	TO DISCUSS THE FLASH PROJECT Cllr Glynn gave an update	
199	TO DISCUSS LAND REGISTRATION Progress was discussed.	
200	TO MOVE INTO OPEN SESSION On the proposition of Cllr Bucknell seconded by Cllr Glynn RESOLVED the Meeting moves into Open Session	
201	TO CONFIRM THE DATE AND TIME OF THE NEXT MEETING 11 th June 2024 at 5:30pm	
	There being no further business the meeting closed at 18:45 pm Confirmed this day of 2024 CHAIRMAN	