

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

TUESDAY 17th JANUARY 2023 AT 5.30PM

PRESENT:

Councillors: V Joslin (Chairman presiding), M Coates, A Glynn, J Holdom, G Foortse,

Clerk: G Hawkes

Members of the Public: None

Press: None

		Action (initials)
124	TO RECEIVE APOLOGIES FOR ABSENCE Apologies were received and accepted from Cllrs M Dutton and P Bucknell.	
125	ELECTORS QUESTIONS None	
126	DECLARATIONS OF INTEREST Cllr Joslin pecuniary and non pecuniary interest in allotments.	
127	MINUTES On the proposition of Cllr Coates, seconded by Cllr Glynn, the minutes of the Leisure and Environment meeting held on 20 th December 2022 were AGREED by all and signed by the Chairman.	
128	TO CONFIRM THE ALLOTMENT SUB COMMITTEE MEETING ON 10TH JANUARY 2023 On the proposition of Cllr Coates, seconded by Cllr Glynn, the minutes of the Allotment subcommittee meeting held on 10 th January 2023 were AGREED by all and signed by the Chairman.	
129	MATTERS ARISING FROM THE MINUTES Minute 112 (96,77,42,24) – Queens Road Chapel Door. The Chapel Door has been removed for refurbishment and the entrance secured. Minute 112 (96,77,42,25) - Fire Risk assessment for Trap Lane Pavilion. There is a little work to be done on updating signage which the Clerk to carry out. Minute 112 (96,77,(42,28) - Millennium Park Fence repairs. The Clerk is still awaiting estimates for the work. Minute 112 (96,77,49) – Grass Cutting contract. The Clerk will write to CGM to arrange a visit.	Clerk Clerk Clerk
130	TO RECEIVE ESTATE REPORTS AND UPDATES ON OUSTANDING ITEMS Goggs Mill/Hayes Lane – Cllr Glynn will prepare a proposal to improve the drainage, repair the culvert and improve access for walkers. Highways are due to visit on 13 th February and will be invited to review. St Peters Garden railings refurbishment – there may be funding available for refurbishment – Cllr Glynn will research and report back. The Clerk will speak to AOT for a quotation to repair/clean. Railings on Bridge Street bridge – the clerk will arrange for them to be cleaned.	Cllr Glyn Clerk

131	TO CONSIDER THE ALLOTMENT RULES AND REGULATIONS Cllr Joslin had circulated the current regulations and suggested amendments and the Clerk will revise and circulate for the February meeting.	Clerk
132	TO CONSIDER THE BUDGET FOR 2023-24 The final figures have been circulated and agreed by the Finance committee for ratification at the January full council meeting.	

133	TO CONSIDER THE TRANSFER OF THE ALLOTMENT SITE FROM THE LOVELLS DEVELOPMENT TO THE COUNCIL There is an agreement for the developer to install a fence on the allotment boundary and to add top soil prior to handover of the deeds, the Clerk will contact the developers Solicitor.	Clerk
134	TO CONSIDER REPLACEMENT WHIPS FOR CREAKE ROAD CEMETERY AND POSSIBLE ORCHARD WHIPS. Members discussed options and agreed that a full report was needed of what had survived from the previous planting, what type of trees need planting so that an agreed project can be proposed for the Autumn of 2023.	
135	TO RECEIVE INFORMATION REGARDING POSSIBLE NEW PROJECTS Oak street – the sculpture, bench and litter bin all need refurbishment. Boots railings –the heritage trail, charter market and information hub signs need to be refurbished and positioned on the railings – Cllrs Foortse and Holdom will review and report back to the next meeting.	
136	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 Coates 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.	
137	WHITELANDS WALL This was discussed and further action reported by the Clerk	
138	TO MOVE INTO OPEN SESSION On the proposition of Cllr Coates seconded by Cllr Glynn RESOLVED the Council moves into Open Session.	
139	TO CONFIRM THE DATE AND TIME OF THE NEXT MEETING 21 st February 2023 at 5:30pm	
140	There being no further business the meeting closed at 18:25pm Confirmed this day of 2023 CHAIRMAN	

