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

TUESDAY 19th SEPTEMBER 2023 AT 5.30PM

PRESENT: Councillors:

V Joslin (Chairman presiding),

M Dutton, P Bucknell, A Glynn, J Holdom, J Rockett.

Clerk: Lesley Meanley

Members of the Public: None

Press: None

		Action (initials)
52	TO RECEIVE APOLOGIES FOR ABSENCE Apologies were received and accepted from Cllr. S Brown & Cllr M Coates	
53	ELECTORS QUESTIONS A question was raised as to whether a Dog poo bin could be installed in Queens Road. As this moment there are no plans to install more. Information can be provided to the public on where to dispose of Dog poo. Fakenham Police SNT have forwarded a complaint about parking in the entrance to Millenium Park – See minute 57	Clerk
54	DECLARATIONS OF INTEREST Cllr Joslin declared a non-pecuniary interest in Allotments	
55	MINUTES On the proposition of Cllr Dutton, seconded by Cllr Bucknell, the minutes of the Leisure and Environment meeting held on 15 th August 2023 were AGREED by all and signed by the Chairman.	
56	MATTERS ARISING FROM THE MINUTES Minute 43 (25,9,162,145,129,112,96,77,42,28) - Millennium Park Fence repairs – 3 Quotes provided. All agreed to recommend the quote for £2298. to be agreed at Full Council Minute 43 (25,9,162,145,129,112,96,78) – Millennium Park –entrance gates etc. – Clerk awaiting original gate repair quotes. 4 quotes received for additional work to fencing at front of park. All agreed to recommend the quote of £6474 to be agreed at Full Council. Minute 43 (25,9,162,145,134) – replacement whips for Creake Road cemetery and possible orchard whips – Around 40-50 whips required. The clerk has applied for 60 free whips from the Woodland Trust, an outcome expected by November. Whips to be grown on before planting.	
57	TO RECEIVE ESTATE REPORTS AND UPDATES ON OUSTANDING ITEMS Estate Management and maintenance: To discuss Trap Lane Pavilion Fire risk assessment – Additional signage has been displayed and additional smoke detectors installed in the changing rooms. Emergency lighting repair & installation quotes to be sought by the Clerk. Gutter & Fascia replacement quotes received. Cllrs Joslin, Glynn, Bucknell, Holdom & Rockett agreed to recommend a quote of £3425 to be agreed at Full Council. Cllr Dutton abstained. To discuss the skatepark on Millennium Park. The clerk has sought repair quotes. Cllr Joslin proposed, and Cllr Rockett seconded to recommend a repair spend of up to £1000 to be agreed at Full Council, all agreed. All agreed to move Cllr's Glynn's Skatepark proposal forward to full Council. To discuss Millenium park & Queens Road cemetery entrance bollards – All agreed drop down or telescopic bollards required. Clerk to seek quotes for supply and installation.	Clerk

	To discuss the cemeteries at Creake Road and Queens Road – Clerk to move forward consecration of appropriate areas at Creake road as well as proposals for further layout. Memorial inspection is due and will take place in November tied in with a cemetery inspection. Clerk to advertise. On the proposition of Cllr Dutton, seconded by Cllr Joslin amended Cemetery rules and regulations to move to Full Council. To discuss the rules and regulations of allotment tenancy No feedback from Allotment reps received. On the proposition of Cllr Dutton, seconded by Cllr Rockett amended Allotment rules and regulations to move to	Clerk
	Full Council. To discuss Goggs mill litter bins – One bin has been damaged by arson. Bin design allows for wildlife to access rubbish and distribute it across picnic area. Clerk to seek alternatives. To note street light repairs – Light replaced at Seppings road To note additional security measures in place at Millenium Park, Trap Lane and Aldiss Park – Cllrs acknowledged measures in place.	Clerk
58	TO RECEIVE DRAFT ESTATE PLAN	Clerk
	Received. Clerk to add to sharepoint	
59	TO CONSIDER GROUNDS MAINTENANCE OPTIONS Clerk to seek quotes for several options. All agreed purchase of Trolley Sprayer	Clerk
60	TO DISCUSS PROFESSIONAL VALUATION OF COUNCIL OWNED	Clerk
	BUILDINGS.	
	Clerk to seek quotes from commercial surveyor	
61	TO RECEIVE AN UPDATE ON A MEETING WITH ST PETERS AND PAULS CHURCH Various aspects of maintenance discussed, further meeting to with st Peters and Pauls follow.	
62	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 Dutton 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.	
63	TO REVIEW FAKENHAM TOWN COUNCIL LAND LEASES One matter was discussed	
64	TO DISCUSS THE POSSIBLE COMMUNITY ORCHARD AT BRICK KILN ROAD One Matter was discussed	
65	TO MOVE INTO OPEN SESSION On the proposition of Cllr Bucknell seconded by Cllr Joslin RESOLVED the Council moves into Open Session TO CONFIRM THE DATE AND TIME OF THE NEXT MEETING	
66	17 th October 2023 at 5:30pm	
	There being no further business the meeting closed at 19:22pm	
	Confirmed this day of 2023	
	CHAIRMAN	