

**MINUTES** of the proceedings at a Meeting of the **LEISURE & ENVIRONMENT COMMITTEE** of Fakenham Town Council held at Fakenham Connect, Oak Street, Fakenham, on **TUESDAY 20 SEPTEMBER 2016** at **5.30pm**, when there were present:

Cllr T Wilkes (Chairman)

Cllrs M Coates, A Vertigan, N Westmancott, G Acheson and J Holdom

Ann Kerrison – Administration assistant

Public - Mr J Rocket & Mr C Rocket

**66 APOLOGIES**

Apologies were received from Linda Jennings – Town Clerk.

**67 DECLARATIONS OF INTEREST**

There were no declarations of interest

**68 MINUTES**

The Minutes of the Meeting held on 16 August 2016 were, on the proposition of Cllr Acheson, seconded by Cllr Coates, AGREED and signed by the Chairman.

**69 MATTERS ARISING FROM THE MINUTES**

**69.1** AOT Engineering has started work on the Railway Cutting and work is ongoing.

**69.2** Legionella Disease testing at Trap Lane – We are still awaiting the report.

**69.3** The groundsman has completed the clearing of nettles etc. from the railway cutting.

**69.4** Electricity Supplier for Trap Lane. The meeting was shown the new prices and the Clerk has recommended that British Gas appear to offer the best deal. Cllr Holdom asked what the prices of the current provider, Southern Electric, would be. After discussion on the proposal of Cllr Acheson, seconded by Cllr Vertigan, it was agreed that the RFO would have delegated authority to find the necessary information and make a decision as to which supplier to go with. She will liaise with the Clerk to action her decision.

**69.5** The Clerk has been in contact with John Linden from the Urban Search and Rescue team, regarding the removal of the trees from Creak Road cemetery. He has confirmed which trees need removing and will provide a date for this to be done. This will be used as a training exercise for the team, and therefore there will be no cost to the council.

**69.6** Purchase of new mover and brush cutter. Cllr Acheson confirmed, as he had been given delegated authority to do so, that these items have been purchased. Cllr Holdom stated that she had been asked to investigate the cost of purchasing a hedge cutter as opposed to hiring one. The cost of hire was less than £300 over the previous year. She felt that this was more economical than buying as there were no servicing/repair costs with this option. It was noted that if a hedge cutter was purchased it would pay for itself within approximately 2 years. It was agreed that this will be looked at again when the budget is set for next year.

**69.7** Church wall. The Revd Mason has visited the Clerk and said that the Church's preferred option for the repair of the wall is Option 'B' i.e. to demolish the existing wall and replace with a new brick wall. He would also like to see some occasional flints incorporated to make it more in keeping with the church and to look less new. Councillors confirmed their original statement that the Town Council will pay the basic amount for repair as discussed before. Any additional costs will need to be found by the Church. It was agreed that Cllr Wilkes will write a letter with the Clerk to the Church stating that the council will pay for the basic amount, once the Church Faculty has

agreed, which would be the buttressing solution. This would also keep as much of the original wall as possible.

**69.8 Dog waste bins.** The District Council have been in touch to confirm that the dog waste bins at Trap Lane and Goggs Mill should be emptied weekly on a Tuesday and that this will be monitored.

## **70 ELECTORS QUESTIONS**

**70.1** Mr J Rocket referred to the Travellers who took up residence on the Millennium Park at the Bank Holiday weekend. He asked if a fence and gate could be put around the car park area preventing unauthorised vehicular access to the park. He said that in the past the main gates used to be locked every night. Cllr Vertigan stated that this matter is on the agenda to be discussed later in the meeting. He also said that the gates are no longer locked at night as the Council do not have staff available to be able to do this. The bollards preventing access to the park had been broken before the travellers arrived. Mr Rocket praised the action of the Town Clerk who very quickly turned up to assess the situation when the travellers arrived. He also asked what was happening to prevent dogs from being on the park, as fouling is still a problem.

Mr C Rocket stated that the studs that held the broken bollard in place were still there and protruding above the ground. He had caught his foot on them and removed his toe nail. Cllr Vertigan agreed that this needs to be looked at and resolved as soon as possible to prevent anyone else being hurt. Mr C Rocket also commented on the repair to the church wall. He asked if the wall was changed substantially, would it be subject to Planning Permission, and if so would the Council be liable for the bill for this. Cllr Wilkes said the Council had an obligation to repair the wall, not to re-build or re-design it. Mr C Rocket also commented on the question of whether to hire or purchase new equipment for the Groundsman. He said that if the equipment was purchased and well maintained it would have a second hand sale value. Equipment could also be hired to cover any breakdown of the purchased equipment.

## **71 REPORTS ON THE COUNCIL'S ESTATE**

**Peckover Cemetery:** Cllr Footse was not available to provide a report.

**Millennium Park:** Cllr Vertigan reported that the grass cutting is adequate. The FACT had weeded the flower beds. He will ask them about new planting. Cllr Vertigan also stated that the studs left behind from the broken bollard should be dealt with as soon as possible.

**Creake Road Cemetery:** Cllr Vertigan stated that there were no issues to report.

**Queens Road Cemetery:** Cllr Wilkes said he had nothing to report. Cllr Acheson said he noticed one of the yew trees was very yellow. This will be included in the tree survey which is to be carried out. It was agreed to ask the Clerk when the survey is to be carried out.

**Whitelands:** Cllr Wilkes stated that there is still an issue of the loose bricks in the wall belonging to No 19 Whitelands. It was agreed to check with the Clerk whether a letter had been sent to the owners. They should be aware of the consequences of anyone being hurt by falling bricks.

**Trap Lane:** Cllr Coates said this was in good condition, but there is still a problem with rabbits. It was agreed to check with the Clerk whether she had managed to contact the man with the ferrets. Cllr Coates stated that the container situated at Trap Lane housing the Groundsman's tools and equipment, had been the subject of an attempted break in. Someone had used an angle grinder to try to remove the lock. This has now been repaired. It was agreed that the Council needed to look at what could reasonably be done to prevent further break-ins. The Clerk is to be asked to contact the police to ask their

advice on what can be done. Other possibilities to be investigated are moving the container so it becomes more visible and covered by the lights from the Sports Centre, a tracker fitted to the tractor, an alarm system fitted to the container and installing CCTV. It was agreed to ask Cllr Duffy to report on the CCTV options.

**Aldiss Park:** Cllr Westmancott reported that this is ok.

**Goggs Mill:** Cllr Westmancott reported there is ok. The fallen tree has been cleared up on both sides of the river. The wood has been left on the Hempton side. The work was carried out by Highways. The Clerk is to be asked if there was a cost for this.

**Trap Lane Pavilion:** Cllr Holdom has nothing to report.

**Railway Cutting:** Cllr Acheson said that the nettles have now been cut back. AOT have removed the dangerous steps and the rest of the work is ongoing.

**71 GRASS CUTTING WORKING PARTY**

The meeting was read a statement from Jon Winnett highways engineer. He has said that he was happy to meet with councillors to discuss cultivating the roundabouts and has also said that he would be happy to provide 50% of the work force. He also suggested that the Council could approach NNDC to get funding from them similar to what they do in other areas. Cllr Vertigan said that we need to know how much money would be available to the council. This would involve contacting NNDC again to ask what funding is available. We would also need to take into consideration hire/ purchase of extra equipment, extra staff etc. The grass cutting working party is to put together some costings. They will need a plan of all the areas that would need cutting. Cllr Wilkes will liaise with the Clerk to obtain all the necessary information and book meetings in the council chamber for the working party to meet.

**72 TO DISCUSS TRAVELLERS ON MILLENNIUM PARK**

Cllr Vertigan said that this is the first time this has happened but may recur in the future. It was agreed that a fence and gate need to be erected around the car park to prevent access to the park and this needs to be done as a priority. The key to the gate would be kept in the office and could be collected from there by anyone who needs it, including our grass cutting contractors. The Clerk is to get costings from AOT and at least one other company. This is to be discussed at the next full Council meeting.

**73 TO DISCUSS EDMONDSONS ACRES PROGRESS**

Cllr Coates has to sign an affidavit regarding Goggs Meadow and Bacons piece. Once this has been done we should be able to move ahead. Cllr Vertigan said he had spoken to the Chair of the Hawk and Owl Trust about the triangle of land that has caused confusion. He said it was the Councils understanding that they wanted the Hawk and Owl trust to take on this piece of land but continue to give access to the Angling club across it. This seemed to clarify the matter and hopefully we can now move forward.

**74 TO DISCUSS FOG FOULING OF MILLENNIUM PARK**

Previously, District Cllr Punchard had said that the laws regarding dog fouling were changing, and once the law has been passed then the request for signs will be enacted. We have not yet had any feedback from NNDC. Cllr Acheson suggested that the Council should right to Cllr Fitzpatrick, chair of NNDC, with copies to all 4 district councillors, asking about the bylaws and whether they have been enacted yet.

**On the proposition of Cllr Wilkes, seconded by Cllr Acheson that Standing Orders are suspended.**

Mr J Rocket stated that NNDC had shared their Chief executive, Head of HR and Head of Finance with Yarmouth Borough Council. This is no longer the case, and all 3 members are leaving to join Yarmouth Borough Council. This District Council is having to deal with this and it may be the reason why we are not getting any response from them.

**On the proposition of Cllr Wilkes, seconded by Cllr Coates that Standing Orders are reinstated.**

Cllr Acheson said that he had visited the Millennium Park with the District Officers in the past, and they were reporting back to their Committee. It was recommended that no dogs should be allowed on Millennium Park or Hayes Lane play area. It was noted that the signs had to come from the District Council as they are the ones who make the bylaws. It was agreed that the Clerk should write a letter to Cllr Fitzpatrick at NNDC to ask what is happening regarding the enactment of the bylaws. This letter is to be signed by Cllr Wilkes.

**On the proposition of Cllr Wilkes, seconded by Cllr Acheson that Standing Orders are suspended.**

Mr J Rocket said that previously Cllr Punchard had contacted the relevant person regarding this matter and had been told that the information was being collated.

**On the proposition of Cllr Wilkes, seconded by Cllr Vertigan that Standing Orders are reinstated.**

**75 TO RECEIVE A REPORT FROM HIGHWAYS REGARDING THE RAILWAY CUTTING AND ROUNDABOUTS**

With regard to the railway cutting from Norwich Road toward Holt Road, the Highways Engineer and Inspector had visited the area to establish if there is a Public Right of Way. There isn't. They have stated that the only way this could be established is to apply to Highways for a Path Creation Order. This would need to come from the Town Council but with members of the public who have used the pathway over the years writing to the Town Council. Cllr Coates said this would involve members of the public filling in a standard form to be collated by the Town Council. He said that he has had to fill in a form similar to this in the past. It was agreed that a supply of these forms should be available from the office and on the website. An article is to be written for the Fakenham Sun to let people know about this. The Clerk is to locate the forms needed. Cllrs Sandford-Cooke and Acheson are to write the article for the Sun.

**76 TO RECEIVE REPORT FROM HIGHWAYS ENGINEER REGARDING THE ERECTION OF A BOLLARD IN CHURCH LANES**

A car has been reported as driving down Church Lanes to access the back of a property in Red Lion Court. To prevent this happening further Highways could erect a retractable bollard. This would be at a cost of £2-300 which could be done via the Parish Partnership Scheme, and could be done next year. It was decided that this need not be done, but next time the car is parked there the Clerk will ask the police to go and speak to the driver and ask them not to do it in the future.

**77 TO MOVE THAT THE PUBLIC & PRESS BE EXCLUDED FROM THE MEETING UNDER THE PROVISION OF SECTION 1(2) OF THE NPUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960**

On the proposition of Cllr Coates, seconded by Cllr Acheson **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.

**78 TO DISCUSS TRAP LANE PROGRESS**

See confidential minute.

**79 OPEN SESSION**

On the proposition of Cllr Coates, seconded by Cllr Acheson, **RESOLVED** the Council moves into Open Session

**80 To confirm the date and time of the next meeting: - 25 October 2016**

The meeting closed at 7:05pm.

**CONFIRMED** this                      day of                      2016.

**CHAIRMAN**