

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 23 May 2017** at **5.30pm**, when there were present:

Cllr G. Acheson (Chairman retiring)

Cllrs M Coates, J Holdom, G Foortse, N Westmancott, R Crook and Vertigan

Ann Kerrison – Administration Assistant

Public – 1 member

1 APOLOGIES

Apologies were received from Linda Jennings – Town Clerk

2 TO ALLOW NIGEL MIDDLETON FROM THE HAWK AND OWL TRUST TO SPEAK TO COUNCILLORS REGARDING A FORTHCOMING PROJECT

Mr Middleton explained that the forthcoming project would include land currently leased from Fakenham Town Council. The trust has the opportunity to buy land surrounding Sculthorpe Moor. The trust need to raise £850,000 themselves via fundraising and private sponsorship (they have already raise £16,000), and would be looking for £1.7m from other funding. Mr Middleton explained some of the things that the trust is hoping to do;

- Upgrade the footpath at Goggs Mill
- The area from Goggs Mill and Hempton Mill site to become community based to include items of industrial, social and National heritage and plan to hold heritage days to also include Sculthorpe Mill
- At Sculthorpe Moor they are hoping to add an extra 3km of access
- To manage an old orchard in Hempton with residents of an Elizabeth Fitzroy home
- Instigate guided walks from the Town centre

Mr Middleton said that local businesses and trades people will be used to do the work needed. The Trust currently has 18,000 visitors per year, and hope to increase this to 20-25,000. Mr Middleton explained that a letter of support from the council would be helpful towards their bid for Lottery funding. **It was agree that this would be provided.** Stage one of the application for funding needs to be submitted by 1st August 17. It was noted that the Trust could apply for a S144 grant from the council. Information will be forwarded to Mr Middleton.

Mr Middleton left the meeting

3 TO ELECT A CHAIRMAN OF THE COMMITTEE TO SERVE UNTIL THE NEXT ANNUAL MEETING OF THE COUNCIL

Cllr J Holdom proposed Cllr G Foortse as Chairman, seconded by Cllr Vertigan and AGREED unanimously.

4 DECLARATIONS OF INTEREST

There were no declarations of interest

5 MINUTES

On the proposition of Cllr Acheson, seconded by Cllr Coates, the minutes were AGREED and signed by the Chairman.

6 MATTERS ARISING FROM THE MINUTES

5.1 Update from the Fashion Show Cllr Foortse updated the meeting on the recent fashion show. She read a letter of thanks from one of the exhibitors. She said that the event went very well and was sold out. It showcased Fakenham and its traders very well. It was anticipated that over £1,000 was raised for Cranmer House.

5.2 Update regarding the public right of way at the railway cutting. The admin assistant read a letter from Steve White, Highways engineer at Norfolk County Council (NCC), regarding the evidence forms that had been sent to him. It was noted that attachments need to be appended to the original forms. **Cllr Acheson will take the forms and look to see exactly what is needed.**

7 ELECTORS QUESTIONS

Cllr Acheson stated that an allotment holder had informed him that the owner of one of the neighbouring properties to the Greenway Lane site had been on to the allotments to cut the other side of his hedge, and had trampled some crops in the process. This will be looked in to.

Cllr Acheson had been approached by a resident about the safety of the road at the junction of the bypass and Hempton Green. It was noted that this comes under the Hempton council and should be taken up with them.

8 REPORTS ON THE COUNCIL'S ESTATE

Councillors were allocated areas of the estate to oversee;

Whitelands – Cllr Acheson

Queens Road Cemetery – Cllr Foortse

Peckover cemetery – Cllr Foortse

Creake Road Cemetery – Cllr Vertigan

Millennium Park – Cllr Vertigan

Aldiss Park – Cllr Westmancott

Goggs Mill – Cllr Westmancott

Railway Cutting – Cllr Acheson

Hayes Lane Playing field – Cllr Crook

Trap Lane Field – Cllr Coates

Trap Lane Pavilion – Cllr Holdom

Cllr Vertigan asked if we have a date for AOT to install the fencing around Millennium park. **The admin assistant is to check progress on this, and will also check whether a pedestrian access gate will be included at the Queens Road entrance.**

9 TO RECEIVE AND ADOPT THE MINUTES OF THE ALLOTMENTS SUB COMMITTEE HELD ON 25 APRIL 2017

The minutes of the Meeting held on 25 April 2017 were moved for reception and adoption by Cllr Coates, and agreed unanimously.

10 TO APPROVE THE QUOTATION OF £690 FROM BEN CARTER FOR TREE WORKS IN ST PETERS GARDENS AND CONSIDER POSSIBLE QUOTE FOR SCANNING AND POSSIBLE FELLING OF THE LIME TREE.

It was noted that an extra quote for £690 was received for the work to be carried in St Peters garden, and this was on top of the quote for £2760 for the work to be carried out at Creake Road cemetery. There may be an additional quote for the scanning /possible felling of the Lime tree in St Peters ashes garden. The council will not receive a letter stating the lime is safe until it has been scanned. It was agreed that the Lime should be felled, and that the quote for £690 should be recommended for acceptance by full council, provided this includes the cost of felling the Lime.

11 TO APPROVE THE FAKENHAM ACADEMY USING TRAP LANE FIELD ON TUESDAY 11 JULY FOR THE ACADEMY SPORTS DAY.

On the proposition of Cllr Coates, seconded by Cllr Acheson, this was AGREED by all. The admin assistant said that we had also had a request from JD Coaching to use the field for softball games on 17 & 18 August. On the proposition of Cllr Acheson, seconded by Cllr Coates, and AGREED by all that this should be allowed at a cost of £20 per day.

- 12 **TO RECEIVE A REQUEST FROM HOLT & COMMUNITIES FIRST RESPONSE REGARDING THE DEFIBRILLATOR SITUATED OUTSIDE THE FAKENHAM POLICE STATION**
A letter had been received from Peter McAllister, Holt Communities first response, asking whether the town council would consider adopting the defibrillator sited at the local police station and covering the costs in order that the defibrillator can continue to be available to the people of Fakenham. After discussion it was agreed to recommend the donation of a S137 grant to full council. On the proposition of Cllr Acheson, seconded by Cllr Coates and AGREED by all that we accept the responsibility for the defibrillator and publicise this in the local press. **Cllr Sandford-Cooke is to be asked to write an article for the press.**
- 13 **TO RECEIVE A REQUEST FROM LITTLE ANGELS PLAY GROUP TO OPEN THROUGHOUT THE SUMMER.**
On the proposition of Cllr Coates, seconded by Cllr Vertigan this was AGREED by all. It was noted that Little Angels staff have said that the toilets at Trap Lane pavilion need decorating. It was also noted that members of the public who had hired the pavilion have complained about the state of the building. **Cllrs Holdom and Foortse are to visit the pavilion and report back at the next meeting of the L&E committee.**
- 14 **TO APPROVE DISPOSING OF OLD LAWNMOWERS EITHER BY AUCTION OR THROUGH PRIVATE INDIVIDUALS.**
On the proposition of Cllr Vertigan, seconded by Cllr Coates, it was AGREED by all that the lawnmowers should be disposed of.
- 15 **TO APPROVE THE FAKENHAM BAPTIST CHURCH USING MILLENNIUM PARK ON SUNDAY JULY 2ND 10AM TO 2PM.**
On the proposition of Cllr Vertigan, seconded by Cllr Coates, this was AGREED by all.
- 16 **TO APPROVE A 'BEACON LIGHTING' CEREMONY ON NOVEMBER 11 2018 AS PART OF THE NATIONWIDE COMMEMORATION AT MILLENNIUM PARK.**
It was agreed to do this. The date is to be put in the calendar so we don't forget. An item is to be added to the full council agenda for June 2018 to re-institute the war memorial committee for this. It was agreed that councillors will march directly from the memorial service in the Church to Millennium Park for the Beacon Lighting ceremony.
- 17 **TO MOVE THAT THE PUBLIC & PRESS BE EXCLUDED FROM THE MEETING UNDER THE PROVISION OF SECTION 1(2) OF THE PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960**
On the proposition of Cllr Acheson, 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.
- 18 **TO RECEIVE AN UPDATE FROM THE GRASS CUTTING WORKING PARTY**
See confidential minute.
- 19 **TO DISCUSS THE SALE OF LAND AT HALL STAITHE, FAKENHAM**
See confidential minute
- 20 **OPEN SESSION**
On the proposition of Cllr Coates, seconded by Cllr Vertigan, **RESOLVED** the Council moves into Open Session
- 21 **To confirm the date and time of the next meeting: - 27 June 2017**

The meeting closed at 6:50pm.

CONFIRMED this

day of

2017.

CHAIRMAN