

**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 19 DECEMBER 2017** at **5.30pm**, when there were present:

Cllr G Foortse (Chairman)  
Cllrs M Coates, J Holdom, G Acheson and A. Vertigan

Linda Jennings – Town Clerk

Public – no members of the public.

**121 APOLOGIES**

Apologies were received from Cllrs Crook and Westmancott

**122 DECLARATIONS OF INTEREST**

There were no declarations of interest.

**123 MINUTES**

On the proposition of Cllr Coates, seconded by Cllr Acheson, the minutes of the meeting held on 29 November 2017 were AGREED and signed by the Chairman.

**124 MATTERS ARISING FROM THE MINUTES**

**95.** As agreed at the Full Council meeting 12 December 2017, the Town Council will be responsible for the maintenance of the Defibrillator.

The Town Council has received a report from North Norfolk District Council Environmental Team reporting that they have visited Greenway Lane Allotments. They found no evidence of tenants burning unsuitable materials and no evidence of vermin activity either.

Councillors asked if any reply had been received from the Masons regarding the vandalised bench in St Peters Gardens. Nothing has been heard. **Cllr Foortse will contact a member and if she has no success the Clerk will consult with the Town Council's Insurance Company.**

**125 REPORTS ON THE COUNCIL'S ESTATE**

Queens Road Cemetery – Cllr Foortse has not visited recently.

Peckover Cemetery – Cllr Foortse reported some rubbish which the Groundsman will clear.

Trap Lane Pavilion – Cllr Holdom had nothing further to report.

Creak Road Cemetery – Cllr Vertigan had nothing to report.

Trap Lane – Cllr Coates reported the area was ok.

Whitelands – Cllr Acheson reported the area to be ok.

Railway Cutting – Cllr Acheson reported this area to be ok.

The Clerk asked if the hedge that runs between Queens Road and the Garden Plots section of the Cemetery could be removed as it has encroached too far onto the footpath. **Cllr Holdom proposed that the Clerk obtains quotes for cutting the hedge back to as far as the Cemetery side of the footpath and also to get quotes to replace the hedge with a fence. Cllr Acheson also asked that quotes include removing a laurel hedge that adjoins neighbouring properties and the hedge adjoining Church Lanes.**

**126 TRAP LANE PAVILION**

The heaters have been removed and the Groundsman is painting the areas. **The Clerk will get quotes to replace the blinds in the main hall.**

**127 NNDC – FUTURE GROUNDS MAINTENANCE**

The District Council is undertaking a procurement process in relation to the Environmental Services Contract. The current contract which includes grounds maintenance ends on 31<sup>st</sup> March 2019. The Town Council has been asked to consider providing the grounds maintenance activity within Fakenham once the contract ends. Following a discussion Councillors would like further information on areas at Trap Lane, the Connect Building and the Community Centre. **The Clerk will write to NNDC.**

**128 FLY POSTING**

Fly Posting continues to be an issue around the town. The Town Council will apply to Norfolk County Council Highways to ask if they can be their agent for the town and remove what offends. **This question will be put to the Highway Area Manager when he visits in January 2018. Cllr Sandford-Cooke to be asked to mention this issue in an article for the Sun newspaper when the rules have been defined.** The owner of the 'collectables' shop at the top of Norwich Street is encroaching further onto the footpath and also fixing cycles to the barriers. **The Clerk will ask Highways to speak to the owner.**

Councillor Richard Smith joined the meeting.

**129 ELECTORS QUESTIONS**

Cllr Smith reported that the environment of the area outside of Fakenham known as the 'Bullock Hills' is being irreparably damaged by off road vehicles. Many Fakenham residents use this area for walking themselves and their dogs. The Police have been notified in the past and quad bikes were caught. The land is owned by Raynham Farms. **The Clerk will write to Hempton and Pudding Norton Parish Councils' outlining the issue and asking them for their assistance.**

**130 NNDC UPDATE OF PLAY EQUIPMENT AT TRAP LANE**

Notification has been received from NNDC that they have applied to 'Tesco's' for funding to update their play area situated on Trap Lane.

**131 PUBLIC SPACE PROTECTION ORDERS**

This item had been discussed and minuted at the Full Council meeting 12 December 2017.

**132 BUDGET 2018/2019**

The Responsible Financial Officer shared updated budget information which was discussed.

**133 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 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.

**134 CONFIDENTIAL MINUTES**

These had been approved at the Full Council meeting 12 December 2017.

**135 TO DISCUSS TOWN MATTERS**

See confidential minute.

**136 TO DISCUSS THE SALE OF LAND AT HALL STAITHE, FAKENHAM**

See confidential minute.

**137 OPEN SESSION**

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

**138 To confirm the date and time of the next meeting: - 23 January 2018**

The meeting closed at 18.55pm.

**CONFIRMED** this                      day of                      2018.

**CHAIRMAN**