

**MINUTES of the LEISURE & ENVIRONMENT COMMITTEE MEETING of
FAKENHAM TOWN COUNCIL**

held at Fakenham Connect, Oak Street, Fakenham

on TUESDAY 23 OCTOBER 2018 at 5:30pm

PRESENT:

Councillor M Coates (Chairman, Presiding)

Town Cllrs: A. Vertigan, R. Lynam, S. Brown. G. Acheson, M Dutton and J Holdom

Town Clerk: Linda Jennings

Public: One member

| | AGENDA | Action (initials) |
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| 91 | APOLOGIES FOR ABSENCE Apologies were received and accepted from Cllrs J Sandford-Cooke & R Crook | |
| 92 | DECLARATIONS OF INTEREST There were none | |
| 93 | MINUTES On the proposition of Cllr Holdom, seconded by Cllr Brown, the minutes of the meeting held on 23 September 2018 were AGREED and signed by the Chairman. | |
| | Cllr Foortse joined the meeting. | |
| 94 | MATTERS ARISING FROM THE MINUTES Minute 83 (65, 47, 28, and 7,189) – The Telephone Boxes in the Upper Market Place are now the property of the Town Council. The Clerk has contacted two local businesses regarding quotations for painting. She is waiting to hear. This will be an item on the next Full Council agenda. Minute 83 (65, 47, 29, 14) – The new waste bin for Goggs Mill Picnic area has now been installed. Minute 83 (65, 47, 32) – Nothing further has been heard regarding Little Angels are pursuing possibilities for a replacement kitchen for Trap Lane. Other avenues are also being explored. Minute 83 (65, 47, 32) – Little Angels are new garden area – no progress has been made. Minute 83 (65, 48) – Cllr Acheson has spoken to the Hawk & Owl Trust regarding the spraying of a section of the riverbank. They have advised that strimming is the best way of keeping the area tidy. Minute 83 (66) - Dog ban orders - nothing further has been received. | Clerk |
| 95 | ELECTORS QUESTIONS A resident asked that the responsibility for cutting a section of footpath that runs from Seppings Road to Wells Road is taken on by the Town Council. The resident has looked after the area for some years but is unable to now. The resident has explored all areas of ownership with no success. The committee agreed that the Town Council would be responsible for this area. Cllr Coates will meet with the Groundsman to establish what needs doing. The Clerk will add this to the highway grass cutting contract. Remembrance Day Commemorations – The Beacon will be lit at 7pm at | MC/BW |

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| | <p>Beacon Hill. Parking is available at Larks Farm by kind permission of the Hilary Russell Group. Posters will be circulated around the town inviting the public to attend. The Clerk and Deputy Clerk have been sewing the donated knitted poppies into strings ready for the War Memorial. Flags have been purchased and these will be hung around the town. The Clerk has written to Fakenham Academy offering them 2 silhouettes and will write to the Junior School as well. The Clerk will contact the press including Look East, Radio Norfolk, KLFM, North Norfolk Radio, EDP and Lynn News with details of the displays and events for Remembrance Sunday. Cllr Acheson has purchased a metal 'Tommy' for display on the War Memorial.</p> | Clerk |
| 96 | <p>COUNCIL'S ESTATE</p> <p>Creake Road Cemetery – All ok. The Memorial Inspection will take place tomorrow.</p> <p>Millennium Park – The Cable Rider needs urgent repair with the main wire tightening. A quotation for this work has been received from HAGS at a cost of £875 excluding vat. Councillors approved this quotation and agreed the Clerk could instruct immediately.</p> <p>Goggs Mill – The pest control company that has attended on several occasions to deal with rats have advised the Council that they will not attend again. They cannot stop the problem whilst members of the public continue to feed the ducks and chickens. The Clerk will investigate the cost of getting some signs made to reflect this.</p> <p>Trap Lane Pavilion – See minute94.</p> <p>Trap Lane Playing Field – All ok.</p> <p>Queens Road Cemetery – The Groundsman to remove the ivy covering the two gate posts at the Church Lanes end.</p> <p>Aldiss Park –All ok except for mole hills.</p> <p>Whitelands- new play equipment, the Clerk has heard nothing from the application for a grant from Tesco. NorfolkALC has this week sent notificatioOn of other companies awarding grants. She will try them.</p> <p>St Peter's Garden-The Clerk will get the lower branches removed.</p> | Clerk Clerk |
| 97 | <p>TO DISCUSS THE BUDGET FIGURES FOR 2019-20</p> <p>The Clerk will bring to the next meeting copies of the grass cutting contracts. She will investigate any likely rise in electricity costs for street lighting. Ask the Street Lighting Contractor for a cost to replace the street light columns and also what the percentage increase for routine repairs is likely to be. The Clerk will also get a cost to replace the current tractor and also source a second hand tractor with a plough.</p> | Clerk |
| | Cllr Foortse left the meeting. | |
| 98 | <p>MINUTES OF THE ALLOTMENT MEETING</p> <p>On the proposition of Cllr Acheson, seconded by Cllr Coates the minutes were approved. The Clerk has received two quotes for the removal of a cherry tree from Greenway Lane Allotments. On the proposition of Cllr Coates, seconded by Cllr Brown the tree will be removed at a cost of £820. All in favour.</p> | Clerk |
| 99 | <p>STREET LIGHTING</p> <p>On the proposition of Cllr Holdom, seconded by Cllr Brown two streetlights, one in Lancaster Avenue and one on Norwich Road will be repaired at a cost of £848.17 + vat each. All in favour.</p> | Clerk |
| 100 | <p>RBS COMPUTER SOFTWARE</p> <p>On the proposition of Cllr Dutton, seconded by Cllr Acheson that the Council purchases the Allotments software package from RBS at a cost of £520. All in favour. The cost of the Cemeteries software would be £975.</p> | JH |

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| 101 | <p>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.</p> <p>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.</p> | |
| 102 | <p>CONFIDENTIAL MINUTES</p> <p>The Confidential Minutes of the Leisure & Environment meeting held on 25 September 2018 were approved at the Full Council meeting held on 16th October 2018.</p> | |
| 103 | <p>TO MOVE INTO OPEN SESSION</p> <p>On the proposition of Cllr Coates, seconded by Cllr Acheson RESOLVED the Council moves into open session.</p> | |
| 104 | <p>TO CONFIRM THE DATE AND TIME OF THE NEXT MEETING; 27th November 2018 at 5.30pm</p> | |
| | <p>There being no further business the meeting closed at 19:20pm</p> <p>Confirmed this day of 2018</p> <p style="text-align: right;"><u>CHAIRMAN</u></p> | |