MINUTES of the LEISURE & ENVIRONMENT COMMITTEE
WHO MET VITUALLY VIA ZOOM
TUESDAY 26 MAY 2020 AT 5.30PM

PRESENT:
Councillors: M. Coates (Outgoing Chairman Presiding), M Dutton (Newly Elected Chairman Presiding), G Foortse, J Holdom, J Griffiths, P Hannon, P Bucknell, D Andrews
Town Clerk: L Jennings

		Action (initials)
1	**TO ELECT A CHAIRMAN OF THE COMMITTEE TO SERVE UNTIL THE NEXT ANNUAL MEETING OF THE COUNCIL** On the proposition of Cllr Coates, seconded by Cllr Foortse that Cllr Dutton is elected to the position of Chairman. All in favour.	
2	**TO RECEIVE APOLOGIES FOR ABSENCE** None received.	
3	**ELECTORS QUESTIONS** None	
4	**DECLARATIONS OF INTEREST** None	
5	**TO ELECT A VICE CHAIRMAN OF THE COMMITTEE TO SERVE UNTIL THE NEXT ANNUAL MEETING OF THE COUNCIL** On the proposition of Cllr Coates, seconded by Cllr Holdom that Cllr Griffiths is elected to the position of Vice Chairman. All in favour.	
6	**TO ELECT A COMMITTEE MEMBER TO THE HUMAN RESOURCES SUB-COMMITTEE** On the proposition of Cllr Griffiths, seconded by Cllr Hannon that Cllr Dutton is elected to serve on this committee. All in favour.	
7	**TO ELECT A COMMITTEE MEMBER TO THE POLICY AND RESOUIRCES COMMITTEE** On the proposition of Cllr Dutton, seconded by Cllr Griffiths that Cllr Coates is nominated. On the proposition of Cllr Holdom, seconded by Cllr Bucknell that Cllr Hannon is nominated. Cllr Hannon did not wish to stand; therefore Cllr Coates was elected with all in favour.	
8	**MINUTES** On the proposition of Cllr Coates, seconded by Cllr Hannon, the minutes of the meeting held on 28 April 2020 were AGREED by all and will be signed by the Chairman when the Council is next able to meet.	
9	**MATTERS ARISING** **Minute 144 (122,107) –** Creake Road cemetery – replacement/repair windows and doors. Cllrs felt that the best and safest solution for replacement was to use UPVC. The Clerk will get three quotes. **Minute 144 (122,110) –** Aldiss Park – repair to boardwalk – Cllrs who have volunteered to help the Groundsmen are Cllrs Griffiths, Rockett, Acheson, Dutton and Campbell. Cllr Dutton will arrange a meeting at Aldiss Park next week. Cllr Andrews had concerns that someone was sleeping in a van on Aldiss car park, this appears not to be happening. Some fires and bar-b-ques have been lit on Aldiss Park. The Clerk will get some signs made saying 'NO OPEN FIRES' and then erected. **Minute 144 (123) -** The wall on Whitelands, adjacent to the bungalow. The wall is safe and the Clerk will write to the Owner to establish who is responsible. **Minute 144 (130) -** The arrangements made with the cricket club are null and void as the season has been cancelled due to the Covid-19 outbreak. The Cricket Club may use the Trap Lane Field for a few games later in the season.	**MD** **Clerk**

	Minute 144 (137) – Little Angels are currently using Trap lane Pavilion around twice a week.	
10	**COUNCIL'S ESTATE** Rudham Stile Lane – will be closed for road works from the Watermoor Road end arising from the Lovells Housing Development. It is reported that some of the lorries delivering to the building site are continuing to try and access from Watermoor Lane. The Clerk will speak to Lovells. Allotment Holders are aware of the situation and will have access at all times. Millennium Park – The Groundsman has reported human excrement on the playing field, the Clerk will ask NNDC to remove this at a cost £150. The Clerk will also write to NNDC requesting that at least some of the Town's toilets are reopened as there are other toilets in the District that have reopened. They could state that visitors use them at their own risk. Library Triangle – The newly planted hedging may need a trim. The Clerk will organise. Railway Cutting – There is a substantial amount of litter and fly tipping making it not a very nice place for walkers. The Clerk will write to NNDC Environmental Health to see if they could assist in anyway and perhaps with the Town Council form a Task Force. She will also write to the owners of the further section of the Railway Cutting to see if access can be gained from the Holt Road end.	**Clerk** **Clerk** **Clerk** **Clerk**
11	**REVIEW OF CEMETERY FEES** The Clerk will review the information and bring to the next meeting. A suggestion was made of perhaps a percentage increase.	**Clerk**
12	**UPDATE ON GROUNDSMEN'S WORK SCHEDULE** Ongoing works include: • Painting the container • Weed spraying • Collecting excess litter • Queens Road Cemetery • Ploughing allotments	
13	**TO CONFIRM THE DATE AND TIME OF THE NEXT MEETING** 23rd June 2020 at 5:30pm	
	There being no further business the meeting closed at 18.19pm Confirmed this day of 2020 **CHAIRMAN**	