

**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 28 JUNE 2016** at **5.30pm**, when there were present:

Cllr T Wilkes (Chairman)

Cllrs J Holdom, M Coates, N Westmancott, G Acheson, G Footse and J Dougall

Linda Jennings – Town Clerk

2 members of the public

**17 APOLOGIES**

Apologies were received from Cllr Thorpe due to work commitments and Cllr Vertigan.

**18 DECLARATIONS OF INTEREST**

There were no declarations of interest.

**19 MINUTES**

The Minutes of the Meeting held on 24 May 2016 were, on the proposition of Cllr Acheson, seconded by Cllr Holdom, AGREED and signed by the Chairman.

**20 MATTERS ARISING FROM THE MINUTES**

**20.1 Litter Bin** – for the alley between Norwich Road and Holt Road. The Groundsman does not have a spare but has checked the area and will do this on a regular basis.

**20.2 Monitor and Improve the Council's Cemeteries** – This will be an agenda item next month.

**20.3 Goggs Mill Picnic area** – The Hawk and Owl Trust have responded that feeding ducks bread, is not good for them. Seed is a better choice but rats will eat seed as well. Cllr Holdom suggested placing an article in the local Press asking the public not to feed the birds. Cllr Sandford- Cooke will be asked to write a piece for the Fakenham Sun. The Clerk will design a sign and ask the Hawk and Owl Trust to add their name to it.

**20.4 Electricity Quote** – That delegated Authority is given to the L & E committee to approve the new Electricity supplier.

**20.5 Church Wall Repairs** – The Clerk, Cllrs Wilkes and Acheson met with the Vicar and Church wardens to discuss the repair. The Parochial Church Council (PCC) are not keen on the suggested buttresses as they would block the access to the Church. The PCC would like the wall rebuilt with a flint facing. The Clerk & Cllr Acheson met with the Architect who will produce a quotation for work that is cost effective and also for the work the PCC would like. The PCC are happy to contribute financially towards their idea.

**20.6 Hawk & Owl Trust Lease** – The draft Lease still has to be received. This will be circulated to all Councillors for comment.

**20.7 Command Pest Control** – Bait boxes have been placed at Goggs Mill Picnic area.

**20.8 Railway Cutting** – AOT are still to quote for the safety work. The Clerk will write to Norfolk County Council Highways regarding the Public Right of Way.

**20.9 Grass Cutting** – The Chairman and the Clerk met with the grass cutting contractors, CGM. Councillors are unhappy with standard of cutting. CGM will do extra cuts.

**20.10 St Peters Gardens** – The cherry tree nearest to Church Lanes needs attention. Cllr Acheson proposed, seconded by Cllr Coates that report on the trees in St Peters and Creake Road Cemetery is obtained. All in favour.

**20.11 Grass cutting** – The Clerk has obtained plans of the areas that Norfolk County Council are responsible for. The Clerk will enquire how often NCC cut the urban verges.

**20.12 Legionella Disease Testing** – On the proposition of Cllr Acheson, seconded by Cllr Coates that 4i Water Services are asked to do the testing. The Clerk will check with HSE what the legal requirements are.

## **21 ELECTORS QUESTIONS**

**21.1** Mr C Rockett why the Railway Cutting was blocked. Cllr Acheson said there had been a Right of Way through this section through time and usage. There is also a concern that the earth works are severe enough to cause subsidence to neighbouring properties. The Clerk will write again to Highways.

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

**Peckover Cemetery:** Cllr Thorpe had sent a report that this area was OK.

**St Peter's Gardens:** Cllr Thorpe had reported concern with the Church wall nearest to the Community Centre on Church Lanes.. This will be an agenda item at the next meeting.

**Millennium Park:** Cllr Vertigan had met with the grass cutting contractors and this area will be improved with some free cuts.

**Creake Road Cemetery:** Cllr Vertigan reported all ok.

**Queens Road Cemetery:** Cllr Wilkes said the Cemetery was looking tidy and there was less evidence of dog fouling.

**Whitelands:** Cllr Wilkes reported the area is ok. The Clerk confirmed that she had written to neighbouring properties regarding loose bricks. If nothing is heard by the next meeting the Clerk will write again.

**Trap Lane:** Cllr Coates reported all ok.

**Aldiss Park:** Cllr Westmancott reported that this is ok and the grass has been cut.

**Goggs Mill:** Cllr Westmancott reported there is an increasing problem with chickens. The Clerk will speak to Environmental Health and Hempton Parish Council.

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

**Railway Cutting:** Cllr Acheson said there is a slight problem with the zig zag path and the area around it needs cutting. The Clerk will speak to the Groundsman.

## **23 GRASS CUTTING CONTRACT WORKING PARTY**

The Clerk was asked to contact the Highway Engineer to inform him the Town Council is minded to take on the responsibility of the roundabouts but would need this to be in writing. Ownership of the roundabout between the A148 and Smiths Lane needs to be established. The Clerk had copies of all the grass cutting areas for Fakenham. Bar Hill is not shown. The Clerk will write to NCC Highways to get a copy of a draft contract. Prices need to be obtained for machinery and staff. Cllr Acheson proposed that the Town Council writes to the Chief Executive of North Norfolk District Council to ask what their contribution would be for the Town Council to take over the grass cutting of the area around the Connect Building and the Community Centre.

- 24 **TREE MATTERS**  
On the proposition of Cllr Coates, seconded by Cllr Wilkes that 4 Lleylandii and 2 Confer trees are removed from Creake Road Cemetery. The Clerk will obtain 3 quotes from tree specialists to inspect the Town Council's trees.
- 25 **QUOTATION FOR REPAIRS TO BUS SHELTERS**  
On the proposition of Cllr Wilkes, seconded by Cllr Coates that the bus shelters are repaired by Fakenham Glass and Glazing at a cost of £487.50 + vat.
- 26 **QUOTATION FOR REPAIRS TO ALDISS PARK CAR PARK**  
This has been deferred to the January 2017 meeting.
- 27 **COUNCIL REPRESENTATIVES TO THE ALLOTMENT SUB-COMMITTEE**  
Cllrs Coates and Thorpe were appointed the Allotments Sub-Committee.
- 28 **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**  
On the proposition of Cllr Wilkes, 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.
- Two parishioners left the meeting.**
- 29 **TRAP LANE PAVILLION**  
Nothing to report.
- 30 **OPEN SESSION**  
On the proposition of Cllr Coates, seconded by Cllr Westmancott, **RESOLVED** the Council moves into Open Session

The meeting closed at 7.10pm.

**CONFIRMED** this                      day of                      2016.

**CHAIRMAN**