

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 27 FEBRUARY 2018** at **5.30pm**, when there were present:

Cllr G Foortse (Chairman)

Cllrs, J Holdom, G Acheson, N Westmancott, M. Coates, R Crook and A. Vertigan

Linda Jennings – Town Clerk

Public – no members of the public.

158 APOLOGIES

Apologies were received from Cllr Brown

159 DECLARATIONS OF INTEREST

There were no Declarations of Interest

160 MINUTES

On the proposition of Cllr Coates, seconded by Cllr Acheson, the minutes of the meeting held on 23 January 2018 were AGREED and signed by the Chairman.

161 MATTERS ARISING FROM THE MINUTES

Minute (142) Cllr Westmancott is awaiting a reply from Probus if they are willing to fund a replacement bench in St Peters Gardens.

Bullock Hills – the Clerk has spoken to Tom Raynham regarding the problem with vehicles damaging the area. He will put a log across the entrance to hopefully deter this from happening.

Minute (144) The Clerk has been in contact with North Norfolk District Council Environmental Health Department regarding the condition of the building site on the Railway Cutting. This is now in the hands of the Health & Safety Executive (HSE).

Minute (145) the new window blinds for Trap Lane Pavilion have been fitted.

162 ELECTORS QUESTIONS

Cllr Foortse reported that she was organising another Fashion Show to be held on Thursday 12th April at 7pm at the Racecourse. All proceeds will go to the Friends of Cranmer House. Barclays Bank will match all funds raised.

Cllr Acheson reported that the landowner of Beacon Hill has given permission for the bonfire to commemorate the end of the First World War.

163 REPORTS ON THE COUNCIL'S ESTATE

The Clerk reported that the hedge in front of the allotments on Rudham Stile Lane does belong to the Town Council. Norfolk County Council Highways have confirmed that the hedge is the responsibility of the adjacent landowner as it is the boundary. Highway Rights will exist over the verge and up to the face of the main stem/trunk of the hedge.

164 TRAP LANE PAVILION

Little Angels had complained that the heaters were not working properly. This has been rectified and all are working ok.

165 ADOPTION OF TELEPHONE BOXES

BT has agreed that the boxes can be adopted by the Town Council. Approval may be granted following consultation. The power to the phone box will stay connected and no charge will be made to the Town Council. The Clerk has secured to paint kits to renovate the boxers. The Conservation Officer for North Norfolk District Council has confirmed that they may be used for various items but the structure and appearance cannot be changed as they are in the Conservation area. **The Clerk will ask if a lock can be put on the outside to secure.** Councillors also stated the phone boxes may not

be used for a defibrillator; this will be discussed at the next meeting. **The Clerk will contact Mrs Vertigan.**

166 CCTV

Permission has been granted from the Parish Church to install CCTV on the Church itself. The Clerk will contact Secure Defence and the Rector.

167 STREET LIGHTING REQUIREMENT FOR LOVELL DEVELOPMENT

Norfolk County Council will not be taking responsibility for street lighting at the new estate off Rudham Stile Lane as there is no Highway requirement.. The Town Council has been asked if they will. Cllr Vertigan proposed, seconded by Cllr Coates to accept in principle with a caveat of costings for 30 years of maintenance. The Clerk will contact the Town Council's Street Lighting engineers to get prices for installation and to Norfolk County Council with the proposal.

168 REGENERATION GROUP WORKING PARTY

Cllr Foortse gave a report which included the possibility of a town map being installed. There will be a Litter Pick this Friday 2nd March 2018 weather permitting. The Town Council's estate needs signage. Street furniture and white lines around the town to be freshened. Heritage colours pallet to fascia boards of commercial businesses. The Market Booth on Cattle Market Street is being repaired. A walk way linking the Gas Museum to other areas of interest. Wensum Lodge triangle needs tidying. More signage encouraging visitors to the Town. More trees along the Holt Road. A new business board for the Industrial Estate.

169 PLAY INSPECTION REPORTS FOR 2017

The Clerk presented the Play Area inspection reports for the three play areas. They are Millennium Park, Hayes Lane and Whitelands. The Town Council manages the play equipment in Hayes Lane, Whitelands and some of Millennium Park. Fakenham Recreation Ground Charity (FRGC) manages the other equipment on Millennium Park. All items brought to the attention of the Council by RoSPA have been rectified with the exception of the basket swing on Millennium Park. The bearing for this item will be ordered. FRGC will be meeting to upgrade the play equipment on Millennium Park.

170 GOAL POST REPAIRS

On the proposition of Cllr Foortse, seconded by Cllr Westmancott that spray paint is purchased to repair the goal posts at Hayes Lane and Millennium Park at a cost of £161.93. All in favour.

171 QUOTATION FOR PLANTING OF HEDGING AT CREAKE ROAD CEMETERY

On the proposition of Cllr Acheson, seconded by Cllr Vertigan that the quotation from Alderhill for planting of hedging around the extension area of Creake Road Cemetery at a cost of £1987.00 + vat is accepted. All in favour.

172 UNSAFE MEMORIALS IN THE TOWNS CEMETERIES

This item will be discussed at the next meeting.

Agenda item for the next meeting will be to decide whether to put cemeteries or allotments on the RBS computer system.

173 QUOTATION FOR HEDGE CUTTING

On the proposition of Cllr Acheson, seconded by Cllr Coates that the quotation from Greenman Woodland to cut the hedges at Queens Road Cemetery, Greenway Lane and Grove Lane Allotments is accepted. All in favour.

174 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 Foortse, 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.

175 CONFIDENTIAL MINUTES

On the proposition of Cllr Coates, seconded by Cllr Acheson, the minutes of the confidential meeting held on 23 January 2018 were AGREED and signed by the Chairman.

176 MATTERS ARISING FROM THE CONFIDENTIAL MINUTES

There were no matters arising.

177 TO DISCUSS THE CLEANING CONTRACT FOR TRAP LANE PAVILION

This was discussed as a confidential item.

178 TO APPOINT THE GROUND MAINTENANCE CONTRACT

This was discussed as a confidential item.

179 TO DISCUSS TOWN MATTERS

Nothing further to discuss

180 TO DISCUSS THE SALE OF LAND AT HALL STAITHE, FAKENHAM

Progressing slowly.

181 OPEN SESSION

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

182 To confirm the date and time of the next meeting: - 27 March 2018

The meeting closed at 19.10pm.

CONFIRMED this day of 2018.

CHAIRMAN