

**MINUTES of the LEISURE & ENVIRONMENT COMMITTEE
WHO MET VITUALLY VIA ZOOM
TUESDAY 28 JULY 2020 AT 5.30PM**

PRESENT:

Councillors: M Dutton (Chairman Presiding), G Footse, J Holdom, P Bucknell,
M. Coates, A. Glynn and J Rockett
Town Clerk: L Jennings

		Action (initials)
24	TO RECEIVE APOLOGIES FOR ABSENCE Apologies were received from Cllr Andrews	
	Cllr Dutton asked that the Office staff, Grounds Staff, Cllr Rocket and everyone from the Town Council who has helped to keep the Town Council estate free of litter and looking tidy.	
25	ELECTORS QUESTIONS An Elector has written complaining about the numbers of vehicles that are parked on Butchers Lane and some of vehicles that are waiting repair at a vehicle repair centre. Cllr Dutton will keep an eye and the Clerk wil write to the District Council and Highways.	MD/ Clerk
26	DECLARATIONS OF INTEREST None	
27	MINUTES On the proposition of Cllr Dutton, seconded by Cllr Coates, the minutes of the meeting held on 23 June 2020 were AGREED by all and will be signed by the Chairman when the Council is next able to meet.	
28	MATTERS ARISING Minute 18 (9,144, 122,107) – Creake Road cemetery – replacement/repair windows and doors. The Clerk had obtained three quotes. On the proposition of Cllr Dutton, seconded by Cllr Glynn that quote three to the value of £5220 including vat (£4350 excluding vat) will be accepted. All in favour. The windows and doors will be the brown finish. Minute 18(9,144,122,110) – Aldiss Park – repair to boardwalk, this is now complete. Cllr Rockett was thanked again for his help. The signs reminding the public that ‘Fires and Bar-B-Ques’ are not allowed are now complete and installed. To date there does not appear to have been any fires lately. Minute 18 (9,144, 123) - The wall adjacent to the Whitelands Play Area belongs to 19 Whitelands. The Clerk has received a reply. Following a discussion it was agreed to contact the owners and suggest that the Council arranges for a builder to take down to around 4ft high and then be capped off and ask if the owners would be prepared to make a contribution to this work. The Clerk will also investigate if there is a Preservation Order on this wall. Minute 18 (9,144, 130) – Use of Trap Lane by the Cricket Club, no bookings to date. The Sports and Fitness Centre would like to use some of the field for outside classes. No bookings to date. Little Angels are closed for the summer holidays	Clerk
29	COUNCIL’S ESTATE Trap Lane – the Ash Trees. These have been inspected and works carried out. The Clerk will get another quote to replace the surfacing near the container. Hayes Lane Playing Field – Occasionally used. The corner path beside the hedge needs cutting again. Railway Cutting – The Clerk will write again to NNDC for help to clear the litter. The Groundsmen will reduce the small trees in the autumn/winter to allow more light in and lay any trunks along the path edges. Aldiss Park – The wild flower circles will remain for now. Japanese Knotweed has returned. The Clerk has asked for the original specialists to	Clerk Clerk

	<p>inspect the site although they have not been. The Clerk has found another company to quote and will contact the original company again. Cllr Glynn will ask the Hawk & Owl Trust to inspect.</p> <p>Millennium Park – Litter is still a problem and the Clerk will continue to gain quotes for concrete litter bins. The Clerk has contacted the Contractor to repair the hooped fencing around the Children’s area and this will be done. The Contractor has reported that the large climbing apparatus has a great deal of rust and the legs need replacing. The Contractor had made play equipment for a local Parish Council and has sent pictures and a quote which the Clerk will forward to the Committee. The Groundsmen have trimmed the trees but not enough. This needs further discussion. Cllr Glynn has offered to source some funding for another piece of equipment. There may be some match funding required possibly 20%.</p> <p>Queens Road Cemetery – the Grounds staff are slowly working their way around and the area is starting to look much better. The Grounds staff is now starting to refurbish the gates and the posts. The gates may need sand blasting before painting.</p> <p>Goggs Mill Picnic area – still lots of litter and public feeding the ducks and chickens.</p> <p>St Peters Gardens – The railings still need painting.</p> <p>Library Triangle – still awaiting seat.</p> <p>Edmondsons Acres, Goggs Meadow & Bacons Piece – Cllr Glynn will liaise with the Hawk & Owl Trust regarding queries.</p> <p>Play areas – it had been previously agreed that there are sufficient benches and no replacements are required.</p>	Clerk
30	<p>TO RECEIVE THE MINUTES OF THE ALLOTMENTS SUB-COMMITTEE MEETING</p> <p>On the proposition of Cllr Dutton, seconded by Cllr Coates, the minutes of the meeting held on 7 July 2020 were AGREED by all and will be signed by the Chairman when the Council is next able to meet.</p> <p>Cllr Coates explained some issues with the footpath and entrance to the allotments at Rudham Stile Lane, the Clerk has written to Lovells.</p> <p>There had recently been a swarm of bees on Greenway Lane Allotments when unfortunately a couple were attacked. The bees were a rogue swarm and not from any of the beehives on site. Two beekeepers investigated to see if they could help but by the time they arrived the bees had dissipated. The Clerk has checked with the Town Council’s insurance and has been assured that the Town Council are in no way responsible, she has also checked with the HSE and written to Defra. Letters will be sent to all allotment tenants asking who keeps bees on their plots and if they have had any training. On the proposition of Cllr Dutton, seconded by Cllr Coates that the allotment fees will be frozen for the next 12 months. All in agreement.</p>	
31	<p>TO RECEIVE THE ANNUAL PLAY GROUND INSPECTION REPORTS FROM RoSPA</p> <p>Cllr Dutton and the Clerk will disseminate the information and ensure that a report is prepared for the next L & E meeting.</p>	
32	<p>UPDATE ON GROUNDSMEN’S WORK SCHEDULE</p> <p>This item is being updated and removed from the L & E Agenda</p>	
33	<p>VJ DAY COMMEMORATION</p> <p>Cllr Holdom will contact the Royal British Legion and investigate what is happening. Bunting will be placed around the War Memorial and Cllrs will communicate by email any plans.</p>	
34	<p>TO DISCUSS A BID FOR PARISH PARTNERSHIP FUNDING</p> <p>Cllr Dutton will discuss with the Chairman of the Development & Market committee.</p>	
35	<p>TO CONSIDER A REQUEST FOR A BASKETBALL COURT ON MILLENIUM PARK</p> <p>Seek clarification who asked for this and take to next meeting.</p>	

23	TO CONFIRM THE DATE AND TIME OF THE NEXT MEETING 25 th August 2020 at 5:30pm	
	There being no further business the meeting closed at 19.00pm Confirmed this day of 2020 <u>CHAIRMAN</u>	