

**MINUTES of the LEISURE & ENVIRONMENT COMMITTEE  
WHO MET VITUALLY VIA ZOOM  
TUESDAY 23 FEBRUARY 2021 AT 5.30PM**

**PRESENT:**

Councillors: M Dutton (Chairman Presiding), G Foortse, J Holdom, V Joslin, D Andrews, J Griffiths, M Campbell, J Rockett, P Bucknell, P Hannon and M Coates

Town Clerk: L Jennings

Deputy Town Clerk: A Kerrison

Members of the Public: 0

		Action (initials)
105	<b>TO RECEIVE APOLOGIES FOR ABSENCE</b> There were no apologies	
106	<b>ELECTORS QUESTIONS</b> There were no electors questions.	
107	<b>DECLARATIONS OF INTEREST</b> There were none.	
108	<b>MINUTES</b> On the proposition of Cllr Dutton, seconded by Cllr Coates, the minutes of the meeting held on 26 January 2021 were AGREED by all and will be signed by the Chairman when the Council is next able to meet.	
109	<p><b>Minute 95</b> – Trap Lane Depot - Still awaiting quotes for the works. Cllr Dutton will liaise with Cllr Duffy.</p> <p><b>Minute 95</b> – Churchyard wall near Community Centre – North Norfolk District Council (NNDC) are consulting with the Diocese of Norwich. Nothing further heard.</p> <p><b>UPDATES:</b></p> <ul style="list-style-type: none"> <li>• CCTV – The Clerk had met with the company providing the new camera at Millennium Park. They advised that the best way forward would be to install a camera on an existing ‘Speed Awareness’ sign. The camera will have no impact on the speed sign. The camera would be programmed with Privacy Zone stop. This will allay any fears residents may have in the ‘Field of View’. Privacy zones blank out windows, gardens, patio’s etc. This is part of the Privacy Impact Assessment. The cost will be greatly reduced from the initial quotation of £7,797.70 to £2,757.70 + vat. All Councillors agreed to proceed. The Groundsmen were thanked for their work in Millenium Park cutting the base of the trees that back onto Lancaster Avenue. This gives a much clearer view and will hopefully stop anti-social behaviour.</li> <li>• Street Lighting in Digby Drive – It was noted the lights are now working. The issue had been loss of power not the lights. The Clerk urged anyone who notices lights out to report them to the Office please.</li> <li>• Repairs to play equipment at Whitelands – On the proposition of Cllr Coates, seconded by Cllr Griffiths that the swings are replaced at a cost of £925.15 +vat. All in favour.</li> <li>• Tree in Railway Cutting – the tree has been removed although another has fallen blocking the path. This is too large for the Groundsmen and a Contractor will remove it this week.</li> <li>• Creake Road Cemetery – The windows and doors remedial works have been completed satisfactorily. The Clerk is awaiting a quote to get the roof repaired and the moss removed.</li> </ul>	<p><b>MD</b></p> <p><b>Clerk</b></p>

110	<p><b>COUNCIL'S ESTATE</b></p> <ul style="list-style-type: none"> <li>• Cllr Dutton reported a greater use of the Estate and therefore there is a lot more mud.</li> <li>• It has been reported that there is a lot of fly tipping at the Railway Cutting that appears to be coming from the houses on the other side of the fence. The Clerk will report this to Environmental Health.</li> <li>• Also reported was the condition of Church Lanes. The path is very slippery with wet leaves and does not appear to have been swept in sometime. Councillors also asked what has happened to the road sweeping vehicle that used to come to the town. The Clerk will talk to Environmental Health.</li> <li>• Councillors asked that it is noted that the apparent 'cull' of cockerels/chickens at Goggs Mill was <u>not</u> the responsibility of the Town Council. It is unknown who or what carried this out.</li> </ul>	
111	<p><b>DOG BINS</b></p> <p>Two requests have been received. One for a larger bin at the top of the Railway Cutting on Greenway Lane and a new one on Rudham Stile Lane, near to the Allotments. The Clerk will get a quote for both.</p>	Clerk
112	<p><b>REMOVAL OF SHED</b></p> <p>On the proposition of Cllr Dutton, seconded by Cllr Coates the shed on Plot 19 of Greenway Lane allotments will be removed at a cost of approximately £800. The cost is high due to the presence of asbestos. All in favour.</p>	Deputy Clerk
113	<p><b>USE OF TRAP LANE PAVILLION</b></p> <p>Following a routine inspection of Trap Lane Pavilion, it was proposed and agreed by all that a formal letter outlining the Town Council's concerns regarding health and safety will be sent to the Hirer with a deadline of one calendar month from the date of the letter to comply with the concerns and pay any rents that are outstanding. The Town Council will also contact Ofsted.</p>	Clerk
114	<p><b>REVIEW OF GROUNSDMANS WORKLOAD</b></p> <p>The Chairman wished it to be recorded thanks to Groundsman, John Fowkes, who will be retiring at the beginning of March and wished him well. The remaining Groundsman's workload will be kept under review and any works not completed may be outsourced,</p>	Clerk
115	<p><b>EXCLUSIVE RIGHTS OF BURIAL</b></p> <p>The Deputy Clerk has recently attended a Norfolk ALC training course. Items of interest for the Town Council are:</p> <ol style="list-style-type: none"> <li>1. That the local Clergy cannot 'Bless/Consecrate' individual burial plots at the time of burial. This has been discussed at a previous L &amp; E meeting. The area that needs to be consecrated must be done by the Bishop and by law there needs to be a non-consecrated area available for those who do not wish to have a C of E burial.</li> <li>2. That the Town Council adds a statement to the Memorial application form that must be signed by the owners of the Exclusive Right of Burial (ER of B) stating 'the owner accepts responsibility for safety and repairs as identified by Fakenham Town Council'. The Deputy Clerk has already instigated this.</li> <li>3. The issue of 'running out of space' – the Town Council may wish to consider not allowing the advance purchase of plots. This has led to a few plots remaining unused for various reasons. Making the ER of B a compulsory part of the interment which means at the time of burial the ER of B must be purchased. Not allowing the burials of non-residents.</li> </ol> <p>Agenda item for the next L &amp; E meeting will be review of burial fees and the rules and regulations.</p>	Clerk
116	<p><b>TO DISCUSS THE RIVER WALK</b></p> <p>Nothing further to report.</p>	
117	<p><b>TO CONFIRM THE DATE AND TIME OF THE NEXT MEETING</b></p> <p>23<sup>rd</sup> March 2021 at 5:30pm</p>	

	<p>There being no further business the meeting closed at 18.45pm</p> <p>Confirmed this                      day of    2021</p> <p style="text-align: right;"><b><u>CHAIRMAN</u></b></p>	