

MINUTES of the LEISURE & ENVIRONMENT COMMITTEE
held at the Connect Building, Oak Street, Fakenham

TUESDAY 11TH JUNE 2024 at 5.30PM

PRESENT:

Councillors:

V Joslin (Chairman presiding),

M Campbell, M Dutton, A Glynn, N Southerland, P Bucknell, A May-Hannam, J Rockett, J Holdom

Deputy Clerk: A Kerrison

Administration Assistant: K Lindsay

Members of the Public: None

Press: None

		Action (initials)
1	TO ELECT A CHAIRMAN OF THE COMMITTEE TO SERVE UNTIL THE NEXT ANNUAL MEETING OF THE COUNCIL. Cllr Glynn proposed Cllr Joslin remain as Chairman, seconded by Cllr Dutton and agreed by 7 votes for and one abstention.	
2	TO RECEIVE APOLOGIES FOR ABSENCE No apologies were received.	
3	DECLARATIONS OF INTEREST None	
4	TO ELECT A DEPUTY-CHAIRMAN OF THE COMMITTEE TO SERVE UNTIL THE NEXT ANNUAL MEETING OF THE COUNCIL Cllr Joslin proposed Cllr Campbell, seconded by Cllr Glynn and agreed by 7 votes for and one abstention.	
5	TO ELECT A COMMITTEE MEMBER TO THE POLICY & RESOURCES COMMITTEE Cllr Joslin proposed Cllr Bucknell, seconded by Cllr Campbell and agreed by 7 votes for and one abstention.	
6	ELECTORS QUESTIONS Standing Orders suspended to allow for Electors questions. <ul style="list-style-type: none"> • A resident has asked if a tree opposite their house growing on the boundary of the allotments on Grove Lane could be cut down or trimmed as it is removing light from their house. After discussion it was agreed that this should be part of the review of all the trees on the FTC estate. Work deemed necessary for health and safety will be carried out. <p>Cllr Holdom joined the meeting</p> <ul style="list-style-type: none"> • The manager of the cinema has advised that the building needs work. The building is listed and work would probably be costly. It was agreed that he should first contact NNDC planning department for advice regarding work on a listed building. • A discussion took place regarding a property on Cattle Market street and whether the new occupants need a change of use planning permission from NNDC. Cllr Campbell will speak to the occupants and suggest they contact NNDC. 	MC

	Standing orders were re-instated.	
7	MINUTES On the proposition of Cllr Joslin, seconded by Cllr Glynn the minutes of the Leisure and Environment meeting held on 14 th May 2024 were AGREED by all and signed by the Chairman.	
8	MATTERS ARISING FROM THE MINUTES Minute 193- Tree near the boardwalk in Aldiss Park. A quote has been received. It was agreed to defer this to the next L&E meeting to allow for 2 more quotes to be obtained. It also needs to be decided which budget this should be paid from.	Clerk
9	TO DISCUSS EVENTS: D-Day 80th Anniversary wash up – There had been a lot of positive feedback regarding the event. Cllrs thanked all staff for their hard work. For future events it was agreed to consider better advertising, purchasing a good PA system and banners. It was also suggested that the work involved should be extra hours and not part of the normal running of the office.	
10	TO AGREE A CLLR TO TAKE ON MAINTENANCE OF THE WHIPS AT GROVE LANE ALLOTMENTS Cllr Campbell said that Holkham Estate employees are encouraged to volunteer in the local community and perhaps looking after the whips was something they could do. It was agreed to leave the whips until next year to allow further growth before moving them to Creak Road cemetery.	
11	TO DISCUSS NEW ESTATES MACHINERY There was nothing new to add. The Clerk is still waiting for quotes.	
12	TO RECEIVE AND DISCUSS THE CLERK'S REPORT ON CEMETERY RULES AND REGULATIONS After discussion on the proposition of Cllr Joslin, seconded by Cllr Bucknell it was agreed by all to go with option 1 in the Clerks report. The rules and regulations will be left as they are with the addition of a central vase on burial plots, not ashes plots, which must be made of an unbreakable material such as marble or stone. A revised date for removing items from the graves will be publicised at the cemetery.	Clerk
13	TO RECEIVE AND DISCUSS THE CLERK'S WRITTEN REPORT ON ESTATE MANAGEMENT AND BUILDING MAINTENANCE The skatepark needs to be a separate agenda item for the next L&E meeting.	
14	TO REVIEW CEMETERY FEES It was suggested that fees should increase for conventional burials but stay the same for ashes. The new fees for conventional burials: Interment fee to rise by 10% to £220.80, headstone to increase to £300 and ERB to £300. A list of the new fees will be sent for approval at the next L&E meeting, ratified at Full Council in July and increases implemented from 1 st September.	Deputy Clerk
15	TO CONSIDER A REQUEST FOR A DOG WASTE BIN TO BE SITED ON THE OLD HOLT ROAD It was agreed not to install anymore dog bins on the estate due to the cost of purchase, installation and weekly emptying fees. It was agreed to notify the public that bags of dog waste can be put in ordinary rubbish bins.	
16	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 Bucknell seconded by Cllr Dutton 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.	
17	CONFIDENTIAL MINUTES On the proposition of Cllr Joslin, seconded by Cllr Campbell the confidential minutes of the Leisure and Environment meeting held on 14 th May 2024 were	

	AGREED by all and signed by the Chairman.	
18	TO RECEIVE AN UPDATE ON SKATEPARK INSURANCE CLAIM The current state of the claim was discussed.	
19	TO DISCUSS THE FLASH PROJECT Cllr Glynn gave an update	
20	TO DISCUSS LAND LEASES Current leases were discussed.	
21	TO DISCUSS GRASS CUTTING CONTRACTS The grass cutting on the estate and the highways verges were discussed.	
22	TO MOVE INTO OPEN SESSION On the proposition of Cllr Bucknell seconded by Cllr Joslin RESOLVED the Meeting moves into Open Session	
23	TO CONFIRM THE DATE AND TIME OF THE NEXT MEETING 9 th July 2024 at 5:30pm	
	There being no further business the meeting closed at 19:10 pm Confirmed this day of 2024 CHAIRMAN	