

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

TUESDAY 10th DECEMBER 2024 at 5.30PM

Councillors: V Joslin (Chairman presiding), A Glynn, P Bucknell, M Campbell, J Rockett, J Holdom, & M Dutton

Town Clerk: L Meanley
Members of the Public: None
Press: None

119	TO RECEIVE APOLOGIES FOR ABSENCE Cllrs A May-Hannam
120	ELECTORS' QUESTIONS NNDC Cllr Cushing had raised a question over a tree on Grove Lane allotments blocking resident's light. The house has a reasonable distance in between it and the tree and a recent tree survey has identified the tree as healthy with no issues, so all agreed no action will be taken.
121	DECLARATIONS OF INTEREST Cllr Joslin declared a non-pecuniary interest in allotments
122	MINUTES On the proposition of Cllr Joslin, seconded by Cllr Glynn the minutes of the Leisure and Environment meeting held on 12 th November 2024 were AGREED by all and signed by the Chairman.
123	MATTERS ARISING FROM THE MINUTES Minute 108 – One quote had been received for the gravel area at Millenium Park, others are in progress.
124	TO DISCUSS EVENTS: Cllr Joslin, thanked the groups involved with the Christmas Lights switch on. <u>VE Day 80th Anniversary 2025 planning</u> Cllrs felt it may not be possible to join in with the National planned celebrations but may offer something low key. ACTION: Cllr Glynn will draw up some proposals for full council.
125	TO RECEIVE AND DISCUSS THE CLERK'S WRITTEN REPORT ON ESTATE MANAGEMENT AND BUILDING MAINTENANCE Previously agreed Play equipment improvements are likely to start in February 2025. The Clerk had received a yearly skatepark maintenance estimate of £2000 from the previous repairer. All agreed to recommend proceeding to Full council. The Clerk had received a quote for extending the roundabout access into the back part of Creake Road Cemetery for £5540 plus Vat. Due to the tight timescales involved to get this area operational all agreed to recommend the quote to Full Council.
126	TO RECEIVE AN UPDATE ON THE GROUNDS VEHICLE The matter has been passed to a solicitor for action. A short-term vehicle replacement has been purchased. Future Vehicle purchases should have pre inspection reports.
127	TO RECEIVE AND DISCUSS THE RECENT TREE SURVEY AND WORKS REQUIRED No major or urgent issues identified. The Ground staff will review and advise what work can be carried out in house. The Clerk recommended a professional tree survey being completed every 18 months across the estate. The groundsmen will also be visually reviewing all trees and monitoring is being put in place.
128	TO DISCUSS BUDGET SETTING FOR 2025/2026 A large proportion of the budget is to allow for the re siting of the grounds staff accommodation and depot which will be lost as part of the project.
129	TO RECEIVE AN ALLOTMENT UPDATE The allotments currently have a 74% occupancy rate. The Clerk visited allotment sites with the police for a crime prevention survey, which will be shared with tenant reps ahead of the next allotment meeting. Many suggestions are already in place or recommended to allotment holders. ACTION: Clerk to buy some additional signage.
130	TO DISCUSS THE FLASH PROJECT Working group to discuss grounds depot requirements

131	<p>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.</p> <p>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.</p>
132	<p>TO DISCUSS THE NORFOLK MITIGATION FUND</p> <p>An application can be made to cover the cost of a feasibility study but the area is too small to attract carbon credits with this provider. Cllr Glynn is able to complete an application for funding. Cllr Joslin proposed, seconded by Cllr Bucknell to recommend to full council to move forward with the feasibility study if it was of no cost to the council. 6 for 1 against.</p>
133	<p>TO MOVE INTO OPEN SESSION</p> <p>On the proposition of Cllr Bucknell seconded by Cllr Dutton RESOLVED the Meeting moves into Open Session</p>
134	<p>TO CONFIRM THE DATE AND TIME OF THE NEXT MEETING</p> <p>Tuesday 14th January 2025 at 17:30pm</p>
	<p>There being no further business the meeting closed at 18:41 pm</p> <p>Confirmed this day of 2024</p> <p>CHAIRMAN</p>