

**MINUTES OF MEETING OF THE WORKS & GENERAL PURPOSES COMMITTEE  
HELD IN THE COUNCIL CHAMBER, NORTH LODGE ON 17 DECEMBER 2019**

**PRESENT**

Cllr. M. Bossingham, Cllr. H. Cox, Cllr. R. Leeds, Cllr. D. Roberts,  
Cllr. P. West (representing Cllr. D. Russell)

Mrs. J. Chance FSLCC (Town Clerk)  
Mrs. J. Warner PSLCC AICCM (Deputy Town Clerk)

In the absence of the Committee Chairman and Vice-Chairman, it was **AGREED** that Cllr. Leeds would chair the meeting.

1. **MINUTES OF THE MEETING HELD ON 19 NOVEMBER 2019**

The minutes of the meeting held on 19 November 2019 which were approved by Full Council on 02 December 2019 were signed by Chairman.

2. **DECLARATIONS OF INTEREST & REQUESTS FOR DISPENSATIONS**

Cllr. West – Prejudicial interest in item 12.2 Security of Building.

3. **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllrs. Bartlett, Pritchard and Russell. It was noted that Cllr. Adams would be late due to a previous meeting over-running.

4. **PUBLIC PARTICIPATION**

There were no members of the public present.

5. **CEMETERY NO 2 SITE**

5.1 Delegated Powers  
There were none to report.

5.2 Any other Cemetery No 2 matters (for information only)

Damaged bench – It was noted that the Deputy Clerk is investigating damage to a memorial bench. In the meantime, the Clerk will arrange for the bench to be repaired.

6. **CEMETERY (No 1 site)**

There were no matters to report.

7. **TEMPORARY GARDEN PLOTS**

There were no matters to report.

8. **STREET LIGHTING**

8.1 Numbering of street lights

Cllr. Bartlett is still looking into other materials for the numbers. The Deputy Clerk is collecting the inspection reports which will be collated once they have all been received.

8.2 Other Street Lighting matters (for information only)

It was noted that the Deputy Clerk and NCC Highways are liaising with a property owner re overgrowth which is obstructing a footway and obscuring a streetlight.

9. **FLOODLIGHTING**

There were no floodlighting matters to report.

10. **STREET FURNITURE & ASSETS**

10.1 Pillar Box

It was noted that delivery of the pillar box is awaited.

10.2 Other Street Furniture Matters (for information only)

There were no other matters to report.

11. **FLAGPOLES**

11.1 Any Flagpole Matters (for information only)

There were no flagpole matters to report.

12. **NORTH LODGE**

12.1 External Works

The Clerk is still trying to source other quotations and is meeting one contractor early in the new year.

12.2 Security of building

The Clerk is still trying to source quotations from security companies.

12.3 Any other North Lodge Matters (for information only)

There were no other matters to report.

13. **WAR MEMORIAL & COMMEMORATIONS**

13.1 Poppy Wreaths

It was noted that NNDC have confirmed that planning permission is not required. The Faculty application has been submitted and is now out to public consultation. The DAC are recommending approval.

- 13.2 Commemorations & Events sub-committee  
Cllr. Cox provided an update. It was noted that Norfolk ACF Corps of Drums will be leading the Remembrance Parade in 2020. All other arrangements are in hand.

14. **CORRESPONDENCE AND OTHER MATTERS**

There were no matters to report.

15. **DATE OF THE NEXT MEETING** – 7.00pm, 14 January 2020
16. **RESOLUTION UNDER THE PUBLIC BODIES (ADMISSION TO MEETINGS ACT 1960) TO EXCLUDE MEMBERS OF THE PUBLIC**
17. **Woodland Burial** – This item is commercially sensitive  
The Clerk provided an update.
18. **Business Plan** – This item is commercially sensitive.  
The Clerk provided an update.

There being no further business, the Chairman closed the meeting at 7.20pm.

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Signed

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Dated