

**MINUTES OF MEETING OF THE WORKS & GENERAL PURPOSES COMMITTEE  
HELD IN THE COUNCIL CHAMBER, NORTH LODGE ON 14 JANUARY 2020**

**PRESENT**

Committee Chairman Cllr. D. Pritchard,  
Cllr. H. Cox, Cllr. R. Leeds, Cllr. D. Roberts,  
Cllr. D. Russell (from item 7)

In attendance: Cllr. P. Bennett

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

1. **MINUTES OF THE MEETING HELD ON 17 DECEMBER 2019**

The minutes of the meeting held on 17 December 2019, which were approved by Full Council on 13 January 2020 were signed by Chairman.

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

There were no declarations of interest.

3. **APOLOGIES FOR ABSENCE**

Apologies for absence were accepted from Cllrs. Adams, Bartlett and Bossingham.

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 **Damaged bench** – The bench has been removed for repair by the contractor.

5.3 **Any other Cemetery No 2 matters** (for information only)

**Drawings of Chapel** – It was noted that a member of the public has gifted some framed original drawings of the Cemetery Chapel and the former Fire Station to the Town Council. A letter of thanks will be sent to the donor. An appropriate location to display the drawings will be found.

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 testing adhesive and spray on numbers. He will report to the next meeting.

8.2 Other Street Lighting matters (for information only)

Court Drive Street Light – It was **AGREED** to arrange for a shield to be fitted to this light at a cost of £45.

9. **FLOODLIGHTING**

It was noted that the uplighters do not appear to be working. Cllr. Leeds will check these.

10. **STREET FURNITURE & ASSETS**

10.1 Pillar Box

It was noted that the pillar box has been delivered to the forge for repair.

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 awaiting a further quotation.

12.2 Security of building

This was moved to item 19 below.

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 the faculty has been granted and the order given to commence the works.

13.2 Commemorations & Events sub-committee

It was noted that committee representatives are attending a meeting at NNDC on 20 January 2020.

14. **CORRESPONDENCE AND OTHER MATTERS**

Memorial Testing – It was noted that Norfolk ALC have arranged a training session. It was **AGREED** to continue to employ professional memorial masons to carry out the testing of memorials.

15. **DATE OF THE NEXT MEETING** – 7.00pm, 11 February 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  
An update was given at Policy & Resources Committee on 06 January 2020 and at Full Council on 13 January 2020.

18. **Business Plan** – This item is commercially sensitive.  
An update was given at Full Council on 13 January 2020.

19. **Security of building** – Members were in receipt of two quotations. Following consideration, it was **AGREED** to award the contract to CBB Security.

There being no further business, the Chairman closed the meeting at 7.23pm.

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Signed

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Dated