

**MINUTES OF THE MEETING OF
THE WORKS AND GENERAL PURPOSES COMMITTEE
HELD ON TUESDAY 11TH MAY, 2021 AT 7.00 PM
VIA ZOOM**

Present:-

Chairman – Cllr. D. Pritchard, Cllr. T. Bartlett, Cllr. P. Bennett,
Cllr. M. Bossingham, Cllr. R. Leeds, Cllr. D. Roberts and Cllr. E. Spagnola.

Julie Chance FSLCC – Town Clerk.

1. MINUTES OF THE MEETING HELD ON 13TH APRIL 2021

The Minutes of the meeting held on 13th April 2021, having been circulated and agreed by Full Council were **AGREED** and will be signed by the Chairman at the first opportunity.

2. DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATIONS

Declarations of interest were received from Cllr. D. Pritchard in respect of any poppy wreath matters.

3. APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr. T. Adams – holiday and Cllr. D. Russell – prior engagement.

4. PUBLIC PARTICIATION

No members of the public were present at the meeting.

5. CEMETERY (No.2 SITE)

5.1 Delegated Powers:- None to report.

5.2 Rates Valuation:- The Clerk reported that this has now been completed and returned.

6. CEMETERY (No. 1 SITE)

- 6.1 **Cemetery Wall and Trees:-** The Clerk reported that she has still not received the report from North Norfolk District Council. Cllr. Bartlett will forward this to the Clerk. It was reported that the damage to the wall is increasing. It was **AGREED** that the Clerk would ask Cliveden if they can place markers on the damage to ascertain movement.
- 6.2 **Rates Valuation:-** The Clerk reported that this has now been completed and returned.

7. STREET LIGHTING

- 7.1 **Whitehouse Estate:-** The Clerk reported that the quotation for relocation of the street light is still awaited and she will chase accordingly.
- 7.2 **Street Light Electrical Inspection 2021:-** The Clerk reported that the contractor has quoted for a phased inspection and maintenance contract. It was **AGREED** that the Clerk would compare this to the previous cost. It was **AGREED** that the Clerk would ask the contractor whether the removal of stickers and graffiti could be included in this contract and price. This matter will be placed on the next agenda for further discussion.
- 7.3 **Street Lighting Defect List:-** The Clerk reported that a defect list has been submitted by the contractor following their annual inspection. It was **AGREED** to accept this defect list at a cost of £870.13 plus VAT.
- 7.4 **Street Lighting Stickers:-** The Clerk reported that the stickers have been removed.

8. NORTH LODGE

- 8.1 **Repointing of South Elevation:-** The Clerk reported that the work has commenced. The contractor renewed the quotation but the increase was unacceptable. The Clerk negotiated the increase down from £10,000 to £2,000. The increase is to cover the extra work with the scaffolding being erected in two stages.
- 8.2 **Security of Building:-** The Clerk reported that no quotations have been received to date. This matter will be placed on the next agenda for an update.

8.3 Drinking Fountain:- The Clerk reported that the design and costs vary greatly. It was **AGREED** that further investigation needs to be made and the Members will look at the designs and costs and report back to the next meeting.

8.4 Electricity – North Lodge:- The Clerk reported that a request has been received for the use of North Lodge electricity for a plant fair. It was **AGREED** that Cllr. Leeds will discuss this with the Friends of North Lodge Park to ascertain the best solution from a safety aspect.

9. WAR MEMORIAL

9.1 War Memorial Lighting:- This matter will be dealt with under item 14.

9.2 Poppy Wreaths:- It was **AGREED** that the labels would be removed from the poppy wreaths. The poppy wreaths will remain in place and be monitored on a monthly basis.

9.3 Shelter Coat – Maintenance Contract:- It was reported that the War Memorial is looking in poor condition at present. It was **AGREED** that the Clerk would liaise with Cliveden concerning the maintenance contract.

10. STREET FURNITURE

10.1 Bus Shelter – Bus Station:- The Clerk reported that the bus shelter has been cleaned. It was **AGREED** that the Clerk would arrange a monthly clean for the shelter.

10.2 Grit Bins:- Cllr. Bossingham has inspected all the grit bins and produced a map of the location. It was **AGREED** that the Clerk would circulate this report and the matter will be placed on the next agenda for further discussion.

11. CORRESPONDENCE

None received.

12. DATE OF NEXT MEETING

The date of the next meeting was noted as 8th June 2021 at 7.00 pm.

13. RESOLUTION UNDER THE PUBLIC BODIES (ADMISSION TO MEETINGS ACT 1960) TO EXCLUDE MEMBERS OF THE PUBLIC

AGREED

14. CHURCH FLOODLIGHTING

It was **AGREED** to accept the quotation from CLS Electrical Services Limited in the sum of £6,855 plus VAT.

It was **AGREED** that Cllr. Leeds will liaise with CLS Electrical Services Limited to obtain a quote for the installation of a new cable in order that the War Memorial can be lit at night. This matter will be discussed at the next meeting.

15. RAILINGS – CEMETERY NO.1

It was **AGREED** to accept the quotation from Paul Warner for the painting of the railings at Cemetery No.1 in sum of £590.

There being no other business the Chairman closed the meeting at 8.10 pm.

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Chairman

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Date