

MINUTES of a MEETING of FAKENHAM TOWN COUNCIL
held at Fakenham Connect, Oak Street, Fakenham
on TUESDAY 12 JANUARY 2016 at 7.00pm

PRESENT:

Councillor A Vertigan (Town Mayor, Presiding)

Town Cllrs: G Acheson, A Claussen-Reynolds, M Coates, R Crook, T Duffy, J Dougall, J Holdom, I Grand, R Reynolds, J Sandford-Cooke, R Smith, G Thorpe, N Westmancott, and T Wilkes.

Town Clerk: L Jennings

Admin Assistant: A. Barnes

County Councillor: T Fitzpatrick

District Councillor: J Punchard

District Councillor: J Rest

District Councillor: A Claussen-Reynolds

District Councillor: R. Reynolds

Press: J Harding (Lynn News)

Police: PCSO J Rowbotham

PCSO S Artingsall

Public: R Gibson

J Cushion

167 HOUSEKEEPING

The Chairman informed the Meeting of the location of the emergency exits and toilets and asked that mobile phones be turned off or set to silent.

168 TO CONFIRM THE MINUTES OF THE MEETING HELD ON 8 DECEMBER 2015

The Minutes of the Meeting held on 8 December 2015, having been circulated were, on the proposition of Cllr Coates, seconded by Cllr Holdom AGREED and signed by the Chairman.

169 TO RECEIVE APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr E. Smith.

170 DECLARATIONS OF INTEREST

Cllr Claussen-Reynolds declared an other interest in Items 16 and 21 on the Agenda.

Cllr Reynolds declared an other interest in items 16 and 21 on the Agenda.

Cllr Coates declared an interest in items 13.a) and 13.b) on the Agenda.

171 MAYOR'S ANNOUNCEMENTS

Cllr Vertigan attended the Fakenham Panto and performances of the Fakenham Choir and Choral Society. He also visited four Care Homes on Christmas Day.

172 TO RECEIVE ANY REPORTS FROM COUNCILLORS WHO HAVE ATTENDED MEETINGS OUTSIDE THE COUNCIL

Cllr Holdom attended the Norfolk ALC meeting on Local Government Finance Settlement. There will be no Parish Council referendums in 2016/17 but these may be revived in the future and it was the meetings feeling that this was unacceptable.

Cllr Holdom also attended the Norfolk ALC AGM where the revised Constitution was adopted and there was a lively debate on the Government Review. One resolution had been put to the meeting but was not passed pending further discussion.

Cllr Crook had attended a meeting on the proposed swimming pool.

Cllr Smith and Cllr Crook had attended a meeting on the Criterion Cycle Event to be held on Easter Sunday. The event will mean closure of part of Fakenham Town Centre and will consist of four cycle races, a number of stalls, a 5k run and a fun-run.

Cllr Acheson had met with North Norfolk District Council (NNDC) Environmental Health Officer to discuss dog-fouling issues in relation to the cemeteries and the Railway Cutting. NNDC will write to Norfolk County Council (NCC) regarding the blocking of the highway at the Railway Cutting by the developer.

On the proposition of Cllr Vertigan, seconded by Cllr Holdom that Standing Orders are reinstated from the previous meeting.

173 TO FILL TWO VACANCIES ON THE COUNCIL BY CO-OPTION

173.1 Cllr Vertigan proposed co-opting Mr Tim Wilkes, seconded by Cllr Coates and agreed unanimously.

173.2 Cllr Vertigan proposed co-opting Mr Gary Thorpe, seconded by Cllr Reynolds and agreed unanimously.

173.3 Cllrs Wilkes and Thorpe signed their Declarations of Acceptance of Office and will complete the Register of Member's Interests.

The proposition of Cllr Vertigan, seconded by Cllr Holdom that Standing Orders are suspended was agreed unanimously.

174 TO ADJOURN THE MEETING TO ALLOW DISTRICT/COUNTY COUNCILLORS TO ADDRESS THE MEETING

174.1.1 County Cllr Fitzpatrick reported the Fire Service had given help to the North of England during the recent flooding crisis. Government funding was being reduced which meant consultation on the NCC budget ending on 14 January 2016. NCC will be collaborating with other councils to reduce the budget which will go to the Policy & Resources Committee in February before being fixed by the Council. Cllr Fitzpatrick reported on the recent publicity relating to Children's Services and said that measures were in place to improve services helping vulnerable children to stay at home, providing jobs for young persons and support for the vulnerable. Following a Judicial Review, the Northern Distributor Route (NDR) had been given the go-ahead and work has started on the road. Cllr Fitzpatrick is pushing for the final link to join the NDR to the Norwich Southern Bypass.

174.1.2 County Cllr Fitzpatrick explained that the Devolution Agenda Bill is going through Parliament at present and discussions are taking place between NCC, Suffolk, Cambridge and Peterborough County Councils with a view to combining resources. This combined authority would sit above the county councils and will have its own economic budget. The Bill proposes the Government will have the power to force county councils to join one of these combined authorities. The intention is to put better structures in place to save money and resources but councilors were concerned over the potential loss of local services such as the Fakenham Registration Service. Cllr Fitzpatrick explained that devolution will keep Business Rates locally rather than handing them over to Central Government as now. Local Enterprise Panels would be part of the new authorities.

174.2 District Cllr Punchard Nothing to report.

174.3 District Cllr Rest reported on the car park proposals for Highfield Rd. Mr Cushion expressed the concerns of local residents over the loss of parking for HGV and buses and Cllr Vertigan asked what consultation had taken place. Council agreed it could have a detrimental effect on local traders and the market if buses and HGVs could not use this car park. Cllr Rest explained that the condition of the car park made it unsafe for larger vehicles and further investigations were taking place over the next year to look at the best use and possible parking charges. Cllr Vertigan explained that Fakenham Town Council had looked after the car park for a period but rising maintenance costs had resulted in it being handed back to NNDC. The Council agreed that more consultation should have taken place before the changes were put in place and looked to the District Councillors to represent the local people. They felt that the coastal areas received more funding than the Fakenham area and hoped that this could be addressed in future.

Cllr Claussen-Reynolds & Cllr R. Reynolds declared an other interest in the above item.

174.4 District Cllr Claussen-Reynolds Nothing to report.

174.5 District Cllr Reynolds Nothing to report.

Cllr Fitzpatrick, Cllr Punchard and Cllr Rest left the meeting.

175 TO ADJOURN THE MEETING FOR FAKENHAM POLICE TO GIVE A REPORT

175.1 PCSO Rowbotham gave the crime statistics for December but said that crime detection statistics would no longer be available.

175.2 It was agreed to write to Police Inspector Stephens and ask for Crime Detection Rates to be reported in future.

PCSOs Rowbotham and Artingsall left the meeting.

Standing Orders were re-instated.

176 TO RECEIVE AN UPDATE ON ACTIONS TAKEN AFTER THE LAST COUNCIL MEETING IF THESE MATTERS ARE NOT INCLUDED ON THE AGENDA

176.1 To receive a response from Berendsen

Berendsen Laundry had reported that the noise issue had been taken very seriously and measures put in place to reduce the noise. Environmental Health Officers are due to re-visit the premises to assess the noise reduction. The Company were concerned that local parishioners were able to gain access to the premises and measures had been put in place to improve security of the building.

176.2 The Council agreed to write to local residents in March 2016 to ascertain if the noise issues have been resolved.

The Council agreed unanimously that Standing Orders are suspended.

177 TO ADJOURN THE MEETING FOR ELECTORS' QUESTIONS

177.1 R. Gibson asked about the dumping of cockerels. **Town Clerk will speak to Hempton Parish Council.**

177.2 J. Cushion reported damage to the grass verge by the flats at the bottom of Bridge Street. **Town Clerk to write to Victory Housing Association to repair the damage and suggest the use of Grasscrete blocks.**

Mr. Gibson and Mr. Cushion left the meeting.

177.3 Cllr Sandford-Cooke reported the possible loss of Fakenham Library and urged parishioners to either use it or lose it.

177.4 Cllr Smith reported vandalism at Bullock Hills. He will attend a meeting as a parishioner at Hempton to discuss the issue and report back.

177.5 Cllr Thorpe reported on the impending cuts to the Fire Service and the effect this may have on Fakenham if they lost a fire engine. He urged people to respond to the consultation on the cuts before 14 January 2016. **Town Clerk to respond on behalf of the Council and issue a Press Release. Cllr Reynolds will raise the issue at NNDC Scrutiny Committee. Cllr Thorpe declared an interest.**

Standing Orders were re-instated.

178 TO RECEIVE AND COMMENTS UPON ANY ITEMS FOR INFORMATION AND ACTION

178.1 Norfolk Constabulary:

Weekly Crime Summary 4 December 2015

178.2 STANTA Operations Training: programmed air activity:

- a) 4-10 January 2016
- b) 11-17 January 2016
- c) 18-24 January 2016

178.3 Other Correspondence

- a) East Anglian Air Ambulance - Letter of thanks.
- b) Norfolk ALC – Referendum Principles.
- c) Norfolk County Council - Invitation to information drop-in at the new Early Help Hub.

Cllr Claussen-Reynolds declared an interest in the following item.

d) Letter from Bruno Peek, the Queen’s Pageant Master, to participate in the lighting of a beacon to celebrate her 90th birthday on 21 April 2016. **Defer to next meeting.**

178.4 Publications & Newsletters

- a) PSE (Public Service Executive) Dec/Jan 2016 vol.14 no.6

179 TO RECEIVE AND ADOPT THE MINUTES OF THE DEVELOPMENT & MARKET COMMITTEES HELD ON 14 DECEMBER 2015 AND 4 JANUARY 2016

179.1 The minutes of the Meeting held on 14 December 2015 were amended to include apologies from Cllr Claussen-Reynolds and were moved for reception and adoption by Cllr Acheson, seconded by Cllr Dougall and agreed unanimously.

179.2 The minutes of the Meeting held on 4 January 2016 were moved for reception and adoption by Cllr Duffy, seconded by Cllr Acheson and agreed unanimously.

179.3 Minute 176. It was thought that another group had funded the heaters but it was clarified that this was not the case.

179.4 Minute 176. A proposal for a new sign for the Market Place was discussed. It was agreed by 13 votes for and 2 against that the Fakenham Town Council crest be included on the sign. Cllr Vertigan proposed the wording is kept the same as the original and the phone no. and email for Fakenham Town Council be omitted. This was agreed.

180 TO RECEIVE AND ADOPT THE MINUTES OF THE LEISURE & ENVIRONMENT COMMITTEE HELD ON 15 DECEMBER 2015

The Report and Recommendations of the Meeting held on 15 December 2015 were moved for reception and adoption by Cllr Crook, seconded and agreed unanimously.

181 FINANCIAL MATTERS

181.1 To authorize payment of the Accounts and Accounts paid out of Meeting for December 2015 and receive Bank Reconciliation Statements for December 2015.

On the proposition of Cllr Coates, seconded by Cllr Duffy RESOLVED the Accounts and Accounts paid out of Meeting for December 2015 and the Reconciliation Statements for December were approved.

181.2 To receive Budget versus Actuals for period April to December 2015.

Noted.

181.3 To discuss the North Norfolk District Council request for the Precept for 2016/17.

Defer for Policy & Resources Committee on 19 January 2016.

181.4 Finance Report from RFO

181.4.1 £5k transferred from the General Current Account to the Wages Imprest Account for Salaries and Wages. £12k transferred to serve to financial

year end. £20k transferred from the Precept Account to the General Current Account to cover anticipated expenditure to year end.

181.4.2 Bank Mandate signatories changed for all 8 accounts removing JP/DC/JG and adding AV.

181.4.3 Barclay Business Credit Card application submitted.

181.4.4 B. Wheller confirmed his wish to be enrolled in Norfolk Pension Scheme. Application submitted.

181.4.5 Internal Audit examination of finance and administration took place on 12 January 2016. Report will be made in due course.

181.4.6 Budget Monitoring Comments

- Cost of postage for the year to-date is not £890+, that includes the year's stationery costs. Actual cost relative to postage for council meetings is APPROX. £130 remainder is stationery.
- Dog Bins 728 units x £3 per collections.

Town Clerk to obtain prices for collection.

181.4.7 2016/17 Precept defer for Policy & Resources.

Cllr Claussen-Reynolds and Cllr Reynolds declared an interest in the following item.

182 TO DISCUSS SWIMMING POOL MATTERS

Cllr Crook reported on the last meeting held on 17 December 2015 where the case for a swimming pool had been put forward. NNDC had reported on facilities at Cromer Sports Centre, Sheringham Splash, Squash Courts at Gresham's School but nothing for the Fakenham area. A suggestion had been made to re-open the Academy Pool but NNDC does not have the financial resources. NNDC requires the proposal to be community led and has asked for a feasibility study to be undertaken by a community group of interested parties. The proposal should be for a bid to Sport England for funding. Concerns were expressed that the Academy site may be sold off so would not be an option and this information should be available at the next Group meeting. It was agreed that Fakenham Town Council should be involved as a stakeholder representing the people and will attend the next Group meeting for more information.

Cllrs Claussen-Reynolds and Reynolds left the meeting.

183 TO RECEIVE A REQUEST FROM KETTLESTONE PARISH COUNCIL REGARDING THE SPEED LIMIT ON THE A1067 FAKENHAM TO GUIST

Noted.

184 TO RECEIVE THE MINUTES OF THE NORTH NORFOLK TOURISM OVERVIEW AND MANAGEMENT FORUM MEETING AND TO RECEIVE THE DATE OF THE NEXT MEETING

184.1 Minutes noted.

184.2 Date of next meeting 22 February 2016. Cllr Crook to attend if available.

185 TO EXCHANGE ANY INFORMATION ON ANY MATTER WHICH MIGHT PROPERLY BE INCLUDED ON THE AGENDA OF THE FEBRUARY MEETING

None.

186 TO MOVE THAT THE PUBLIC & PRESS BE EXCLUDED FROM THE MEETING UNDER THE PROVISIONS OF SECTION 1(2) OF THE PUBLIC BODIES (ADMISSIONS TO MEETINGS) ACT 1960

On the proposition of Cllr Vertigan, seconded by Cllr Holdom 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.

187 TO DISCUSS TOWN COUNCIL ACCOMMODATION

187.1The Council resolved to investigate further the cost of a portable building.

187.2 The Council resolved to give delegated powers to Cllr Acheson, Cllr R Smith and Cllr Duffy to appoint an architect to produce a brief and sketch plan for the February meeting. Professional fees not to exceed £1k. An acoustic survey would take place prior to the plans being drawn up.

188 STAFF MATTERS

The Council awaits the report from Suffolk ALC.

Cllr Coates left the meeting.

189 TO MOVE INTO OPEN SESSION

On the proposition of Cllr Acheson, seconded by Cllr Westmancott RESOLVED the Council moves into Open Session.

There being no further business the Meeting ended at 21.32.

Confirmed this

day of

2016

CHAIRMAN