

MINUTES of a MEETING of FAKENHAM TOWN COUNCIL
held at Fakenham Connect, Oak Street, Fakenham
on TUESDAY 8 November 2016 at 7.00pm

PRESENT:

Councillor A Vertigan (Town Mayor, Presiding)

Town Cllrs: J Holdom, N Westmancott, J Sandford-Cooke, R Crook, C Rockett, M Coates, T Duffy, J Dougall, G Foortse, R Smith, G Thorpe and S Mears.

Administration assistant: A Kerrison

District Councillors: A Claussen-Reynolds and R Reynolds.

Press: J Harding

Public: 7 members of the public

125 TO ALLOW FAKENHAM POLICE TO GIVE A REPORT

There were no members of the police at the meeting and there was no report sent

126 TO ADJOURN THE MEETING FOR ELECTORS QUESTIONS

Cllr Vertigan reported that a complaint had been received about the car park on the Argos site. A fine had been handed out to a member of the public who had an incomplete ticket. The council will write on their behalf asking for leniency.

A member of the public asked when the Christmas lights would be switched on this year, and what was planned for this event. It was explained that this is not organised by the council, but in the past has been organised by Kickstart Fakenham. This year nobody has come forward to organise the event and therefore there will be no official switch-on. The event takes a lot management on the day and requires a lot of volunteers to ensure public safety. However, the council do sponsor the lights and they will still be put up.

A member of the public raised concerns about the lorries associated with the building work on Queen's Road car park parking in an unsafe manner. District councillors will pass this information on to the District Council.

A member of the public asked what is being done about the dog fouling in Church Lanes. Cllr Vertigan stated that we are still waiting for the District Council to reply to us about new orders which can be used to combat this. The council have also looked in to employing a dog warden, but this needs to be funded. Cllr Reynolds will raise this with the district council.

A member of the public raised concerns about the number of raise/missing paving blocks missing in the market place. Cllr Vertigan explained that the whole area will be redone when the new Aldiss building is complete. However, we will ask highways to do a temporary repair to make the area safe.

A member of the press asked how many members of the council will be attending the Church service after the wreath laying at the war memorial on Sunday so that seats can be reserved.

A member of the public asked what is happening with Norwich Street and would the council be backing a trader's petition for the town to be pedestrianised. The chairman stated that the council would only support this for the Thursday Market. The member of the public also asked about parking in the street and whether yellow lines are going to be introduced. It was stated that this is being looked at and asked the member of the public to report specific problems to the council office.

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127 TO ALLOW 10 MINUTES FOR DISTRICT/COUNTY COUNCILLORS TO ADDRESS THE MEETING

A report from Cllr T Fitzpatrick was read out.

1. There was a special meeting of Norfolk County Council on 7 November which noted the work done to date on devolution and which gave the leader of the Council the authority to continue discussions on behalf of Norfolk County Council.
2. There will be a further meeting of the County Council on 21 November when a decision will be made on whether or not Norfolk County Council wishes to be included in the devolution deal.
3. The Fire Chief Office has retired from the fire and rescue service with immediate effect
4. The County Council has begun gritting Roads due to the fall in temperature
5. There have been complaints about mud on the roads around the town

Cllr Claussen-Reynolds informed the meeting that;

1. Dog fouling laws state that you have to "catch the dog in the act"
2. A draft restructuring report is taking place at cabinet level following the resignation of key officers
3. Figures regarding dry recycling contamination levels have just been published. Cllr Claussen-Reynolds gave a breakdown of what these were.

Cllr Reynolds reminded the meeting of the site meeting taking place on Thursday. This is a fact finding meeting and there will not be opportunity to ask questions. Both Cllrs Reynolds and Claussen-Reynolds spoke at the outline planning meeting. There is also a site allocation coach tour on Monday of next week.

AGENDA

128 TO CONSIDER FOR ACCEPTANCE APOLOGIES FOR ABSENCE.

Cllrs Rest, Fitzpatrick, J Punchard and I Grand and Town Clerk L Jennings.

129 DECLARATIONS OF INTEREST

Cllrs Holdom & Foortse declared a non-pecuniary interest in item 15d and Cllr Thorpe a non-pecuniary interest in Item 18.

130 TO CONFIRM THE MINUTES OF THE MEETING HELD ON 13 OCTOBER 2016

The minutes of the meeting held on 13 September 16 were on the proposition of Cllr Coates and seconded by Cllr Sandford-Cooke AGREED and signed by the Chairman.

131 TO CONFIRM THE MINUTES OF THE EXTRAORDINARY MEETING HELD ON 17 OCTOBER 2016

The minutes of the extraordinary meeting held on 17 October 16 were on the proposition of Cllr Duffy and Seconded by Cllr Thorpe AGREED and signed by the chairman.

132 TO FILL ONE VACANCY ON THE COUNCIL BY CO-OPTION

Cllr Vertigan stated that one letter of interest had been received from Mr Tony Edwards. Mr Jim Rockett said that he was also interested in joining the council. The Councillors present undertook a private vote, the papers for which were sealed in an envelope and given to the Administration assistant, to be opened and counted the next morning.

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133 TO CONFIRM MR CHRIS ROCKETT WAS VOTED TO JOIN THE TOWN COUNCIL AND TO CONFIRM RECEIPT OF DECLARATION OF ACCEPTANCE OF OFFICE AND REGISTER OF MEMBERS INTEREST.

It was confirmed that all papers had been signed and sent to Electoral services.

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

134.1 A meeting has been held with the highways engineer regarding the roundabouts in the town. Highways are willing to pay £500 per annum towards the maintenance of the roundabouts if the Town council take them over. We need to find out if this is financially viable and whether the town council would be responsible for the advertising on the roundabouts. A detailed brief is to be obtained for the Leisure & Environment meeting to be held in December.

134.2 The remembrance parade will take place on Sunday. The parade will meet at the Junior School car park at 2:15pm to form up ready to march at 2:30pm. There will also be 2 minutes silence observed at the War Memorial on Friday 11 November. Please meet at 10:45am by the war memorial.

134.3 Councillors surgeries have been postponed until April 17.

134.4 Cllr Sandford-Cooke reported that BT will be keeping one of the phone boxes in the Market place and are willing to sell the other to the Town Council. A discussion was had around the cost of bringing the box into good condition. It was agreed that a costed proposal should be presented at the next full council meeting. On the proposal of Cllr Vertigan, Seconded by Cllr Coates, there were 13 in favour and one against carrying on with the investigation into acquiring one of the boxes.

135 TO RECEIVE NOTIFICATION OF AN EXTRAORDINARY COUNCIL MEETING TO BE HELD ON TUESDAY 22 NOVEMBER AT 7PM AND TO MOVE THE POLICY & RESOURCES MEETING FROM 22 NOVEMBER 16 TO 29 NOVEMBER 16

The meeting was informed that the extraordinary meeting is needed to make a decision as to whether we continue with producing a neighbourhood plan. Cllr Coates gave his apologies for the extraordinary meeting.

136 MAYOR'S ANNOUNCEMENTS

Cllr Vertigan said that on 26 October he attended the blessing of Denis Beare's bench. He also attended the AGM of the Fakenham Charities. He has sent a letter with the twinning party to Olivet

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

Cllr Westmancott has attended the AGM of the Museum Trust. HE has also chaired the AGM of the Fakenham Charities.

Cllrs Thorpe & Foortse have attended the meeting with highways regarding the roundabouts in town and attended a community housing and development meeting.

Cllr Coates also attended the meeting with Highways. He also met with CGM to inspect the hedges to see what needs doing

Cllr Duffy attended the community housing and development meeting, and also attended a meeting with Steve Blatch from NNDC.

Cllr Acheson attended the Highways meeting regarding the roundabouts in town. He also attended a meeting with Steve Blatch from NNDC.

138 DECISION LOG & CLERKS REPORT

It was agreed that the decision log needs updating. The section on the CCTV says that the clerk and Cllr Holdom are responsible for producing the tender document for this. Cllr Vertigan's name needs to be added to this.

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Any councillors who still have tablets that are not working should return them to the office.

139 TO RECEIVE AND COMMENT UPON ANY ITEMS FOR INFORMATION AND ACTION

There was nothing for action

140 TO RECEIVE AND ADOPT THE MINUTES OF THE DEVELOPMENT & MARKET COMMITTEE HELD ON 24 OCTOBER and 7 NOVEMBER 2016

140.1 The minutes of the Meeting held on 24 October 2016 were moved for reception and adoption by Cllr Vertigan, seconded by Cllr Acheson and agreed unanimously.

140.2 The minutes of the Meeting held on 7 November 2016 were moved for reception and adoption by Cllr Duffy, seconded by Cllr Sandford-Cooke and agreed unanimously.

141 TO RECEIVE AND ADOPT THE MINUTES OF THE LEISURE & ENVIRONMENT COMMITTEE HELD ON 25 OCTOBER 2016

141.1 The minutes of the Meeting held on 25 October 2016 were moved for reception and adoption by Cllr Acheson, seconded by Cllr Coates and agreed unanimously. Cllr Acheson referred to item 92 on the minutes that states that electricity cables in Waterfield Close are to be moved underground. One of our street lights is positioned on one of the electricity poles. If we agree to put in another column whilst this work is being done there will be no reconnection fee. The light unit can be transferred from the pole to the new column. If we do the work at a later date there will be a £1000 reconnection fee. The cost of a new column is £800 + VAT. On the proposition of Cllr Vertigan and seconded by Cllr Holdom, it was agreed unanimously to replace the column at the time the electricity cables are put underground.

142 TO RECEIVE AND ADOPT THE MINUTES OF THE ALLOTMENTS COMMITTEE HELD ON 18 OCTOBER 2016

116142.1 The minutes of the Meeting held on 18 October 2016 were moved for reception and adoption by Cllr Coates, seconded by Cllr Thorpe and agreed unanimously.

143 FINANCIAL MATTERS

143.1 On the proposition of Cllr Coates, seconded by Cllr Acheson to authorise payment of Accounts and Accounts paid out of Meeting for October and receive Bank Reconciliation Statements for October.

143.2 The RFO reported that a letter of thanks from the director of EP youth had been received for the grant towards their street project. A letter of thanks had also been received from Fakenham Area Partnership for the donation towards the Christmas lights. It was also agreed that a donation should be given to the Royal British Legion in respect of the wreath provided for the Remembrance day service. This donation should match that given last year.

143.3 Cllr Holdom gave a reminder regarding the notification of the Precept 2017/18. NNDC is offering a grant in respect of local Tax Award Support Scheme again this year. The amount has been reduced by 11% for 2017-18 to £11,840 in line with changes in external funding. Cllr Vertigan proposed that we accept this figure. This was seconded by Cllr Coates and AGREED by all. The Precept request must be submitted by 23 December 16.

143.4 The budget versus actuals for period April to September 2016 showed nothing to worry about.

143.5 Cllr Holdom asked for approval for the Clerk to attend the Norfolk ALC Information and Networking day for clerks on 1 December 16 at a cost of £25 + VAT. On the proposition of Cllr Mears and seconded by Cllr Coates this was agreed unanimously

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143.6 Cllr Holdom asked for approval for her and Cllr Foortse to attend the NALC AGM on 26 November 16. On the proposition of Cllr Acheson and seconded by Cllr Coates this was agreed unanimously.

144 REQUEST TO AWARD A GRANT UNDER THE LOCAL GOVERNMENT ACT 1972 SECTION 137

A request for a grant has been received from SSAFA the armed forces charity. It was noted that they had been given £100 in May 16 but this had been requested in the previous financial year. On the proposition of Cllr Coates, Seconded by Cllr Acheson, 13 people voted in favour and one against giving £100 to SSAFA.

145 TO DISCUSS THE LOCAL GOVERNMENT FINANCE SETTLEMENT CONSULTATION

Cllr Holdom will write to Keith Simpson MP, enclosing this document, stating that the council supports this.

146 TO RECEIVE AN UPDATE ON THE TOWN'S FIRE APPLIANCES

Cllr Thorpe stated that as previously heard, the Fire Chief Officer has retired. An integrated risk management is currently being undertaken. Savings of £600,000 need to be made. This is looking at a 20% reduction in staff and may result in reduced appliances. The new Fire Chief may carry out further reviews.

147 TO DISCUSS SIGNAGE AROUND THE TOWN

Cllr Foortse noted the increased number of fly posters being put up around the town and asked if these could be removed as they make the town look untidy. After discussion it was agreed that we should investigate what powers the council has to remove these. Cllr Foortse will investigate and take to a future Leisure and Environment meeting.

148 TO RECEIVE ANY FURTHER ITEMS FOR THE NEXT AGENDA

Cllr Holdom stated that we have been offered training for new Councillors by NALC. This would involve 2 evening sessions of 2 hours. Cllr Vertigan will try and get some dates for this to happen.

149 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.

On the proposition of Cllr Coates, seconded by Cllr Acheson 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.

150 TO DISCUSS TOWN COUNCIL ACCOMMODATION

See confidential minute.

151 TO MOVE INTO OPEN SESSION

On the proposition of Cllr Vertigan seconded by Cllr Coates RESOLVED the Council moves into Open Session.

There being no further business the meeting closed at 21:25

Confirmed this

day of

2016

CHAIRMAN