

MINUTES of a MEETING of FAKENHAM TOWN COUNCIL
held at Fakenham Connect, Oak Street, Fakenham
on TUESDAY 11 April 2017 at 7.00pm

PRESENT:

Councillor A Vertigan (Town Mayor, Presiding)

Town Cllrs: G Acheson, T Duffy, M Coates, G Foortse, J Holdom, N Westmancott, S Mears, G Thorpe,

Town Clerk: L Jennings

Admin Assistant: A Kerrison

District Councillors: R Reynolds, T Fitzpatrick

Police: None

Press: None

Public: 1 member of the public

250 TO ALLOW MR ROGER ARGUILE CHAIRMAN OF THE NORTH NORFOLK PARISH AND TOWN FORUM TO ADDRESS THE MEETING

Mr Roger Arguile, Chairman of the North Norfolk Parish and Town Forum , gave an overview of what the forum stands for and what it does. It was formed in November 2015 to look at issues common to Towns and Parishes, and consists of both Councillors and Officers of the Councils. It was felt the forum would have a stronger voice when dealing with the District Council than individual Councils. The main focus of attention at the moment is the Second Homes Council Tax. The money raised from this goes to the Big Society fund which Councils can bid for to help with local projects. Mr Arguile said the forum believed that decisions regarding the allocation of this money should be taken nearer to the Communities rather than County Council. He would like Fakenham Town Council to join the Forum. Cllr Fitzpatrick gave background information regarding the Second Homes Tax and the Big Society Fund. It was agreed that this needs to be discussed further before a decision can be made. **On the proposition of Cllr Vertigan, seconded by Cllr Coates and agreed by all, this matter is to be an agenda item for the Full Council meeting in May.**

251 TO ALLOW FAKENHAM POLICE TO GIVE A REPORT

There were no Police Officers at the meeting and no report was forwarded.

252 TO ADJOURN THE MEETING FOR ELECTORS QUESTIONS

Cllr Foortse had been asked by a resident about the banning of dogs in the Millennium Park, as dogs off their leads were causing problems. The Clerk said we are awaiting the results of the consultation regarding the Public Space Protection Order, which includes the access of dogs to certain areas. Once the order is implemented, dogs will be banned from the park. **The Clerk is to speak to the Environmental Health Team to find out the results of the consultation. Cllr Fitzpatrick will find out whether the District Council will provide signs to inform the public of the order.**

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

Cllr Fitzpatrick said he had spoken to NORSE regarding the funding for the repairs to the Junior School Bell. NORSE are unwilling to reduce their costs. They have stated

that the Junior School chose not to pay to be part of a scheme where they would be covered for any repairs that needed doing. Cllr Fitzpatrick said he had also been unable to secure a grant from Children's Services to help with the cost of the repairs.

- Children's services have had a good Ofsted report and the Counties schools continue to improve. They are now in the top half of the National League Tables. There are more students going to University.
- The Council continue to look in to home assistance for the elderly and are tackling loneliness in adults.
- Syrian refugees have been settled in Norwich
- The Council continue to tackle awareness of domestic violence
- Better broadband and Libraries as cultural hubs, the collaboration of the fire and police service and the completion of the Northern Distributor Road all continue to be priorities for the Council.

Cllr Holdom asked whether when the District Council budget was agreed, a precept was levied for adult social care. Cllr Fitzpatrick stated that a precept of 2.9% was levied for this purpose.

Cllr Reynolds said that the Boundaries report has now been completed. He has not yet had a chance to read this but will report back once he has. Changes to the Housing Allocation Scheme are due to be discussed at the Scrutiny Committee Meeting tomorrow. With regards to the closed footpath on the industrial estate, the resident who made the complaint has been sent a full report from NNDC and NCC. Cllr Holdom asked if the fence erected over the walk-way was authorised by the Council, or was it erected on private land by the owner? Cllr Reynolds did not know the answer to this but said the matter had been passed to the Highways portfolio holder to look in to. Cllr Reynolds and Cllr Fitzpatrick said that the surface of the Highfield Road Car Park would be dressed to get rid of the pot holes. Cllr Holdom asked if the barriers could be painted as they were an eyesore. This will be looked in to. Cllr Reynolds stated that there had been no further information from the Assets Department regarding the possible sale of the Highfield Car Park.

A report from Cllr Rest was read out. Cllr Rest has been in contact with Steve Blatch regarding the request for Bridge Street Car Park to be short-stay so as to maximise availability for shoppers and tourists and long-stay use being directed towards Queens Road Car Park and the possible re-positioning of the 30-minute free parking bays. Mr Blatch had replied stating that he felt the Limes Car Park should be included for consideration regarding long-stay parking as some residents of Swan Street and Tunn Street have annual permits which allows them to park on the Bridge Street Car Park. He will make enquiries in respect of the request and come back to Cllr Rest.

Cllrs Fitzpatrick and Reynolds left the meeting.

AGENDA

254 TO CONSIDER FOR ACCEPTANCE APOLOGIES FOR ABSENCE.

Apologies were accepted from Cllrs R Smith, R Crook, J Sandford-Cooke, A Edwards, J Rest, A Claussen-Reynolds and J Punchard.

255 DECLARATIONS OF INTEREST

Cllr Holdom declared a non-pecuniary interest in items 12e and 12f.

256 TO CONFIRM THE MINUTES OF THE MEETING HELD ON 14 MARCH 2017

255.1The minutes of the meeting held on 14 March 2017 were on the proposition of Cllr Coates and seconded by Cllr Acheson, AGREED and signed by the Chairman.

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

258 TO RECEIVE AN UPDATE ON HIGHFIELD ROAD CAR PARK

The first meeting of the Working Party was last week. Cllr Foortse said several points came out of the meeting:

- Would the 'Rights' of the property owners in Church Lanes be respected?
- How many spaces are currently used by residents?
- How long will the Residents retain this 'Right' to park?
- Will there be any charge to Residents to park?.
- How will the parking be policed?
- Will the Public Toilets disappear if the car park is built on?
- Could the money that would have been spent on these toilets be used to update the other 2 toilet blocks in the town?

Mr Arguile had stated that NNDC would be having regular meetings with Wells Town Council regarding the possible Development of Assets. **It was agreed that the Clerk will write to Steve Blatch of NNDC to ask for similar arrangements with Fakenham Town Council to discuss Highfield Road Car Park.**

With regard to the idea of a Transport Hub being sited on the Car Park, the idea was passed to NNDC but they did not think this would be financially viable.

The Working Party had suggested producing a questionnaire for residents to try and gauge the feeling of the Town. **On the proposition of Cllr Acheson, seconded by Cllr Coates, it was agreed that a questionnaire should be placed in public buildings, in the press and on social media on behalf of the Town Council to gauge public opinion.**

259 MAYOR'S ANNOUNCEMENTS

Cllr Vertigan had attended the Air Cadets AGM on 5 April and the leaving service for the Baptist Minister. Cllr Vertigan also informed the meeting that Cllr Dougall has resigned from the Council for personal reasons. It was agreed to send him a card from the Council signed by all the Councillors.

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

Cllr Foortse had taken part in a litter pick around Fakenham organised by Fakenham Racecourse. Norfolk Community Health & Care (NCH&C) are due to report on staffing levels at Cranmer House. There is a meeting on 20 April regarding who will fund the beds there, and it is hoped that West Norfolk Clinical Commissioning Group (WNCCG) will take these over from August.

Cllr Acheson was also involved in the litter pick. He reported that over 50 sacks of rubbish were taken away along with an assortment of other items such as old tyres. He proposed that Cllr Vertigan writes a letter to the Fakenham Sun regarding the

good work done by this event and the Keep Fakenham Tidy Group. **The Clerk will email the letter to the Fakenham Sun.**

261 DECISION LOG & CLERKS REPORT

Cllr Holdom said that there were items missing from the Decision Log relating to the Auditor's report, the Annual Assembly and the funding of the CCTV. There are also items which need to be removed. **The Clerk will update the log.**

Mr Arguile left the meeting

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

The Clerk drew the meetings attention to item 3b – John Winnett is no longer the Highways Engineer for this area. He has been replaced by Steve White. **The Clerk will ask him for information regarding the closed walk way on the Industrial Estate.** The Clerk also read out a letter from John Bercow, Speaker of the House of Commons, regarding UK Parliamentary Week 13-19 November 17.

263 TO RECEIVE AND ADOPT THE MINUTES OF THE DEVELOPMENT & MARKET COMMITTEE HELD ON 20 MARCH 2017 AND 3 APRIL 2017

263.1 The minutes of the meeting held on 20 March 2017 were moved for reception and adoption by Cllr Duffy, seconded by Cllr Acheson and agreed unanimously.

263.2 The minutes of the meeting held on 3 April 2017 were moved for reception and adoption by Cllr Duffy, seconded by Cllr Acheson and agreed unanimously.

264 TO RECEIVE AND ADOPT THE MINUTES OF THE LEISURE & ENVIRONMENT COMMITTEE HELD ON 28 MARCH 2017

264.1 The minutes of the meeting held on 28 February 2017 were moved for reception and adoption by Cllr Acheson, seconded by Cllr Coates and were agreed unanimously. The Clerk said she had met with Ben Carter in Creake Road Cemetery regarding the trees that needed removing. She also said that Mr Carter did not think that the lime tree in SS Peter's Garden was dead. It could be cut back and allowed to grow again. This was agreed.

265 FINANCIAL MATTERS

265.1 On the proposition of Cllr Vertigan and seconded by Cllr Coates to authorise payment of Accounts paid out of meeting for March 2017 and receive Bank Reconciliation statements for March 2017 were agreed.

265.2 Budget versus actuals On the proposition of Cllr Coates and seconded by Cllr Vertigan the budget versus actual figures were accepted.

265.3 RFO's report. The RFO said there was nothing significant to report. The bank is still sorting out the simple servicing for the administration assistant.

265.4-7 On the proposition of Cllr Coates and seconded by Cllr Vertigan, and agreed by all, these items were approved.

265.7 On the proposition of Cllr Acheson, seconded by Cllr Duffy, agreed by 8 votes with one abstention, that there should be a budget of £250 to be managed by the Development and Market Committee for the 'marketing' of the Thursday Market.

266 TO AWARD A GRANT UNDER THE LOCAL GOVERNMENT ACT 1972, SECTION 137

Under the provisions of Section 137 of the Local Government Act 1972 the following expenditure should be incurred which, in the opinion of the Council is in the interests of the area of its inhabitants and will benefit them in a manner commensurate with the expenditure: **On the proposition of Cllr Acheson, seconded by Cllr Duffy, agreed with 8 votes and one abstention, to give a grant of £250 to**

Norfolk Accident Rescue.

267 TO DISCUSS THE FORTHCOMING ANNUAL ASSEMBLY

The Clerk advised the meeting that there had been a poor response to the invitations to attend the Assembly as a guest speaker. Confirmed to date are Mr. Parr-Burman, Principal of Fakenham Academy, The Police, Mr. Mark Ashwell, Planning Policy Manager of NNDC, and District Councillors. **It was agreed that a press release should be placed in the EDP and Fakenham & Wells papers and on local radio to advertise the meeting.**

268 TO DISCUSS THE COMMUNITY VOLUNTEER AWARD

The meeting was told that nominations had been received for 3 people. A vote was taken as to who should receive the Award. The Award will go to Jan Stratton from the Citizens Advice Bureau, with joint second going to Trudi Needham from St Johns Ambulance and Lisa Mallett. It was agreed to buy flowers for all 3 candidates. The Awards will be presented at the Town Assembly.

269 TO APPROVE THE MAYORS CADET FOR 2017-18

We have a nomination for the Mayors cadet from the Army cadets. The Town Council will write to the Lord Lieutenant of Norfolk for his permission for the nominee to undertake this roll.

270 TO RECEIVE ANY FURTHER ITEMS FOR THE NEXT AGENDA

No new items were suggested.

271 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 Vertigan seconded by Cllr Coates 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.

272 TO CONFIRM THE CONFIDENTIAL MINUTES OF THE MEETINGS HELD ON 14 & 27 MARCH 2017

272.1The minutes of the meeting held on 14 March 2017 were on the proposition of Cllr Vertigan and seconded by Cllr Coates, AGREED and signed by the Chairman.

272.2 The minutes of the meeting held on 27 March 2017 were on the proposition of Cllr Vertigan and seconded by Cllr Coates, AGREED and signed by the Chairman.

273 TO DISCUSS TOWN COUNCIL ACCOMMODATION

See confidential minute

274 TO DISCUSS A REPORT FROM THE GRASS CUTTING WORKING PARTY

See confidential minute

275 TO DISCUSS THE SALE OF LAND AT HALL STAITHE

See confidential minute

276 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 21:10

Confirmed this day of 2017

CHAIRMAN