

**MINUTES of the FULL COUNCIL MEETING of FAKENHAM TOWN COUNCIL
held at Fakenham Connect, Oak Street, Fakenham
on TUESDAY 10 October 2017 at 7.00pm**

PRESENT:

Councillor G Acheson, (Town Mayor, Presiding)

Town Cllrs: M Coates, G Footse, S Mears, A Vertigan, C Brown, J Holdom, R Crook, T Edwards, G Thorpe, N Westmancott, J Sandford-Cooke, C Rockett, R Smith and T Duffy

Town Clerk: Linda Jennings

Administration Assistant: Ann Kerrison

District Councillors: J Punchard, J Rest, A Claussen-Reynolds and R Reynolds

County Councillor: T Fitzpatrick

North Norfolk District Council Corporate Director and Head of Paid Services, Mr Steve Blatch and District Councillor Judy Oliver

Police: None

Press: J Harding

Public: Five

120 TO ALLOW NORTH NORFOLK DISTRICT COUNCIL CORPORATE DIRECTOR AND HEAD OF PAID SERVICE, MR STEVE BLATCH AND DISTRICT COUNCILLOR JUDY OLIVER TO ADDRESS THE MEETING REGARDING THE PROPOSED PLANS FOR HIGHFIELD ROAD CAR PARK, FAKENHAM.

Mr Blatch gave the background to North Norfolk District Council's (NNDC) decision to consider the sale of Highfield Road Car Park. In the next five year period central funding for NNDC is to be reduced by £2.2m. In order to keep council tax down the authority agreed a new corporate plan. To mitigate the reduction in funding and to retain services the council identified 3 areas to reduce costs and raise income. 1. To offer services on line such as payment of community tax, brown bins etc. 2. Recommissioning of major contracts such as refuse collection, in conjunction with other councils resulting in a reduction of overhead costs. 3. Selling off some of the councils assets. The council commissioned Gleeds to report on the commercialisation of the assets and the possible sale of some sites. One of the sites identified in the report for possible sale and development was Highfield Road car park. The impartial report suggested that the car park was underused, produced no revenue for NNDC, was costing NNDC money to maintain/run and was in a residential area. It was thought that the area could be developed and would be ideal for over 55's accommodation. Mr Blatch went on to say that there are currently more than 1000 parking spaces within 600m of the town centre, more than anywhere else in North Norfolk. The NNDC run spaces generate less income than any of the other 7 towns within the district. The Limes car park in particular was underused, and hence permits have been sold to Kinnertons for their work force. Mr Blatch acknowledged that the Highfield Road car park was in an area of dense housing where many properties did not have any parking provided, and the car park was convenient for those people. He suggested that should the site remain as a car park, it could not continue to be free. It would need to become a paid car park, with residents purchasing a permit. The consultation period regarding Highfield Road ended on 29 September. A report will be made to NNDC cabinet on 30 October.

Cllr Oliver said she wanted to make it clear that no decision has yet been reached regarding the car park. She still felt it was underused, but acknowledged that the location was important. If the site was to be sold off, money raised could be used to build start-up offices to encourage economic growth for the town.

The town Councillors asked questions from Mr Blatch and Cllr Oliver.

- Why has council tax not been raised? It was acknowledged that this was a political decision. It was decided to maximise assets before raising taxes.
- The Northern development will alter the character of the town, why consider further development? The financial viability of the Northern development is reduced and will not produce the rate of development as identified in the local plan.
- What happens when assets have been sold off and more money is needed? The assets must be made to work harder. Highfield Road does not produce any income for NNDC.
- The town is suffering financially because of the lack of coach parking in the town. It was felt that if the car park remained as a pay and display park, there could be spaces for coaches to park.
- It was felt that this is the wrong time to be doing this, and the local residents don't want it.

Electors were given a chance to ask questions.

- It was felt that an increase in council tax was needed to allow the provision of services without selling off assets. Cllr Oliver felt that assets should be made to work harder rather than raise tax.
- It was felt that the car parks attached to businesses in the town were not a viable alternative for all day parking, as most are time limited to 2 or 3 hours. Workers in the town need all day parking.

Cllrs Punchard and Crook left the meeting

Mr Blatch and Cllr Oliver left the meeting.

121 TO ALLOW FAKENHAMHAM POLICE TO GIVE A REPORT

There were no police present and no report was received.

122 TO ADJOURN THE MEETING FOR ELECTORS QUESTIONS

There were no electors' questions

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

Cllr Reynolds said that all four district councillors worked hard for the residents of Fakenham. They know the importance of Highfield Road car park to the residents.

Cllr Claussen-Reynolds said that the provision of brown bins was moving on. There are currently 500 on the waiting list. Sainsbury have given a grant award towards a community fridge. This will be launched on 9 November. A newsletter will be sent out to residents about this.

Cllr Rest had been asked to find out some information about the planning of the development behind the medical practice. This has been sorted. The fallen tree in Queens Road car park has been dealt with and the wall is to be rebuilt.

Cllr Fitzpatrick stated that NCC is facing a £127m deficit. No decision has been reached regarding the 6th Form college site. It has been agreed that the grass cutting

had been reduced too far and will be increased next year. Social Services are looking to save money by co-locating with other services to reduce costs. Infrastructure for rural communities to increase broadband speeds is also being looked at. Cllr Vertigan asked why Oak Street is being closed to traffic 11-13 December, the busiest trading time of the year. Cllr Fitzpatrick will look in to this.

Cllrs Reynolds, Claussen-Reynolds, Mears, Coates and Rockett all left the meeting.

AGENDA

124 TO CONSIDER FOR ACCEPTANCE APOLOGIES FOR ABSENCE.

There were no apologies for absence.

125 DECLARATIONS OF INTEREST

Cllr Brown declared a non-pecuniary interest in item 14 of the agenda.

126 TO CONFIRM THE MINUTES OF THE MEETING HELD ON 12 SEPTEMBER 2017

126.1The minutes of the meeting held on 12 SEPTEMBER 2017 were on the proposition of Cllr Sandford-Cooke seconded by Cllr Foortse, AGREED and signed by the Chairman.

It was noted that the member of the press present was Mr Jim Harding, and not Baldwin as stated in the minutes.

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

Minute 108 – CCTV – Secure Defence have been looking at where the new camera can be located to overlook St Peters Garden. It is possible that we will not have to lose the camera in the Limes car park in order to do this.

Minute 109 – Revising opening times of the Thursday market. It was noted that nothing has been received from Highways area manager on this matter as yet.

Paint spill on the slope from Queens Road car park to Superdrug. This is private land and is therefore the responsibility of the land owner.

The pot hole at the entrance to Bridge Street car park has been repaired.

128 TO FILL A TOWN COUNCIL VACANCY BY CO-OPTION

There were no applications to join the council.

129 TO RECEIVE AN UPDATE ON HIGHFIELD ROAD CAR PARK

This matter was covered under item 120

Cllr Rest left the meeting

130 MAYOR'S ANNOUNCEMENTS

- **19 September** Cllr Acheson and his wife attended the Royal British Legion Presidents reception in Norwich in order to support the County Chairman – John Boisson.
- **20th September** he and Cllr Duffy met with AOT engineering.
- **9th October** he and Cllrs Duffy and Foortse had a tour of NNDC's offices where they met many officers and made useful contacts. This was followed by a meeting with Nick Baker, Steve Blatch and Cllrs Fitzpatrick, Oliver, Reynolds and Claussen-Reynolds. At that meeting it was agreed that a working party should be set up with 3 members of NNDC and 3 from Fakenham Town Council (FTC) to discuss the development of the town. It

was agreed that Cllrs Acheson, Duffy and Foortse should represent FTC. Cllr Fitzpatrick and Reynolds and Mr Steve Blatch will represent NNDC.

- **9 October** he was in contact with the Church Wardens, Ben Carter and Simon case. It was established that no application had been made to NNDC regarding the felling of 2 cherry trees and an opinion on the Lime tree in the Church grounds. Cllr Acheson has now done this and awaits a reply.

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

Cllr Sandford-Cooke attended an Active Fakenham meeting with Cllr Crook. They are working on an application for a National Lottery Grant for future events.

Cllr Vertigan spoke about the proposed community fridge. This is to be hosted by First Focus and is aimed at reducing food waste. Excesses of fresh food from local businesses will be placed in the fridge and made available to all residents. The Clerk said that this is being promoted via a stall on the Thursday Market on 9 November.

Cllr Holdom reported that NALC are offering grants of up to £500 for events to commemorate the ending of WW1. They are also representatives of a national body to lobby the DCLG to reduce rates on local council properties such as public toilets.

Cllr Foortse had met with Ian McBrayne from the Rotary to discuss the planting of crocuses around the town. The Clerk will distribute a document to all councillors. There would be no expense to the council. It was agreed that this should go ahead and that the bulbs should be planted by the scouts under the supervision of Fakenham Garden Centre.

132 DECISION LOG & CLERKS REPORT

Full council 81.1 – Website – Cllr Edwards had sent examples of different designs to all councillors. It was agreed that he should go ahead and speak to experts to see what could be done. Cllr Edwards asked about electronic payments to the council being possible via the website. It was agreed to look at this at a later date. Items Full Council 240, 47, 54 and 64 should all be turned blue as they are now complete.

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

The list was received.

134 TO RECEIVE AND ADOPT THE MINUTES OF THE DEVELOPMENT & MARKET COMMITTEE HELD ON 18 SEPTEMBER & 2 OCTOBER 2017

134.1 The minutes of the meeting held on 18 September 2017 were moved for reception and adoption on the proposition of Cllr Duffy, seconded by Cllr Acheson, AGREED unanimously and signed by the Chairman.

134.2 The minutes of the meeting held on 2 October 2017 were moved for reception and adoption on the proposition of Cllr Duffy, seconded by Cllr Thorpe, AGREED unanimously and signed by the Chairman.

135 TO RECEIVE AND ADOPT THE MINUTES OF THE LEISURE AND ENVIRONMENT COMMITTEE HELD ON 26 SEPTEMBER 2017

135.1 The minutes of the meeting held on 26 September 2017 were moved for reception and adoption on the proposition of Cllr Vertigan, seconded by Cllr Holdom, AGREED unanimously and signed by the Chairman.

Little Angels have asked to develop the left hand side of the garden. This was agreed but is to be supervised by Cllrs Foortse and Holdom.

136 FINANCIAL MATTERS

136.1 To authorise payment of the Accounts and Accounts paid out of Meeting for September 2017 and receive Bank Reconciliation Statements for September 2017.

Cllr Vertigan proposed, seconded by Cllr Duffy RESOLVED the payment of the Accounts and Accounts paid out of Meeting for September 2017 and the Reconciliation Statements for September 2017 were approved.

136.2 The budget versus actuals report was received and noted.

136.3 The RFO stated that the FRGC annual report which been delayed due to website problems had now been submitted. The half year audit is scheduled to be carried out on 30 November 2017.

137 TO RECEIVE AN UPDATE ON TRAP LANE PAVILION IMPROVEMENTS

A list of all the improvements that have been made to date will be circulated to all Councillors. Further work to be done is to remove the faulty radiators in the toilets and replace with wall mounted fan heaters. It was agreed that the improvements to the pavilion should be the subject of an article in the Fakenham Sun.

Cllr Foortse said that the Methodist church were looking for premises to hold their Sunday service and are interested in renting Trap Lane pavilion. It was agreed that this would be a good idea, subject to checking if there are any limitations to renting to religious groups.

Cllr Coates left the meeting.

138 TO DISCUSS THE PARISH PARTNERSHIP SCHEME

The Clerk has written to Highways regarding Whitehorse Street and Cattle Market Street.

139 TO DISCUSS ARRANGEMENTS FOR THE ARMISTICE DAY COMMEMORATION

The Clerk informed the meeting that a road closure has been obtained for Saturday 11 November, from 10:30 to 11:30 am. The Groundsman will erect barriers and remove all the gates from the War Memorial. It was agreed to invite all churches and organise a bugler. Cllr Acheson will inform the Mayor's cadet. It was requested that as many councillors as possible attend and meet at the memorial at 10:45am.

140 TO DISCUSS THE FORMATION OF A RETAIL WORKING PARTY

Cllr Sandford - Cooke said that a lot of shops are closing and this needs to be addressed. It was agreed to postpone this matter for one month to see what comes out of the working party with NNDC.

141 TO AWARD A GRANT UNDER THE LOCAL GOVERNMENT ACT 1972, SECTION 137 UNDER THE PROVISION OF SECTION 137 OF THE LOCAL GOVERNMENT ACT 1972

Under the provision of Section 137 of the local government act 1972 following expenditure should be incurred which, in the opinion of the Council is in the interest of the area of its inhabitants and will benefit them in a manner commensurate with the expenditure:

It was noted that the CAB had a donation of £200 in October 2016. On the proposition of Cllr Acheson, seconded by Cllr Duffy and agreed by all that a donation of £250 should be given to CAB.

142 TO RECEIVE ANY FURTHER ITEMS FOR THE NEXT AGENDA

Cllr Holdom asked that the budget should be an item on all agendas for Full Council, L&E , P&R and D&M committee meetings until February 2018.

143 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 Acheson seconded by Cllr Thorpe 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

144 TO CONFIRM THE CONFIDENTIAL MINUTES OF THE FOLLOWING MEETINGS

144.1 The minutes of the Full Council meeting held on 12 September 2017 were on the proposition of Cllr Acheson and seconded by Cllr Edwards, AGREED and signed by the Chairman

144.2 The minutes of the Leisure & Environment meeting held on 26 September 2017 were on the proposition of Cllr Vertigan and seconded by Cllr Holdom, AGREED and signed by the Chairman

145 TO DISCUSS TOWN COUNCIL ACCOMMODATION

See Confidential minute

146 TO DISCUSS STAFF MATTERS

See Confidential Minute

147 TO MOVE INTO OPEN SESSION

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

There being no further business the meeting closed at 21:45

Confirmed this

day of

2017

CHAIRMAN