

**MINUTES of the FULL COUNCIL MEETING of FAKENHAM TOWN COUNCIL
held at Fakenham Connect, Oak Street, Fakenham
on TUESDAY 9 January 2018 at 7.00pm**

PRESENT:

Councillor G Acheson, (Town Mayor, Presiding)

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

Administration Assistant: Ann Kerrison

District Councillors: J Rest, R Reynolds, a Claussen-Reynolds

County Councillor: T Fitzpatrick

Police: None

Press: J Harding

Public: None

195 TO ALLOW FAKENHAM POLICE TO GIVE A REPORT

There were no police present. The administration assistant read out a report. Parking is still a priority. There is less of a problem in Norwich Street and the police are concentrating on The Market Place.

There have been arson attacks in the town during the last week, and an arrest has been made. The man arrested has been charged with 4 counts of arson, stealing charity boxes from the Hawk and Owl trust and carrying a bladed article.

196 TO ADJOURN THE MEETING FOR ELECTORS QUESTION

- The vicar has voiced concerns that the CCTV placed in St Peters garden is in the wrong place. He had offered the church tower and free electricity and wondered why this offer was not taken up. There were also concerns that the camera would be obscured by the trees once the leaves start to grow in the spring, in its present position. **It was agreed that the CCTV company should be asked these questions and a report sent to Cllr Acheson, who will then write to the vicar.**
- There have been complaints about the surface of the car park in Millennium Park. **This needs to be an agenda item for the next FRGC meeting.**
- A complaint was raised about parking outside the pizza shop in Norwich Street. The kerb of the footpath has been damaged by the weight of the vehicles. **This needs to be reported to Highways.** It was also noted that there are also still a lot of vehicles parking outside the bank in Norwich Street. **This needs to be reported to the police.**

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

Cllr Rest gave an update on NNDC car parks not being gritted during the cold weather. He said this has been forwarded to the office and he is waiting for a response from them. He will forward this information to the Clerk when he has it. Cllr Fitzpatrick has also spoken to Steve Blatch, head of paid services at NNDC, about this matter.

Cllr Rest also made the Council aware a revised planning application for the site next to the Argos building has been received. He will try to make sure that this comes before the Development and Market committee.

Cllr Claussen-Reynolds stated that the property on Litchfield Street and the Old Fire station are being investigated as they are in a bad state of repair.

Cllr Reynolds informed the meeting that a revised planning application has been received for 78 dwellings on Rudham Stile Lane. He has written to the owners of the pathway between Thorpland Road and the surgery regarding the state of the path and the lighting. He has had a letter of acknowledgement but no response.

Cllr Fitzpatrick reported that:

- This is a busy time of year for the County Council. Safeguarding calls increased over the Christmas/New Year period. Road gritting, fire service calls all, Swifts and Night Owls work all increased.
- Cllr Fitzpatrick said he was part of the digital innovation committee which is looking at accessing services on line and producing a digital map of the district regarding mobile phone coverage.
- An increase of 1% in Council tax is being looked at to support adult social care. A report will be given to the budget committee
- The decision to increase Councillors allowances has been upheld. This will equate to an extra £84,000 for all general allowances.

Cllr Rest left the meeting.

Cllr Acheson passed on his thanks from the Council to NNDC staff for their help following the fire at the Connect Building last week.

District Councillors were asked if there were any truth in the rumours circulating in the Town regarding funding being made available for a swimming pool, and whether this was to be at the old college site. Cllr Fitzpatrick said that the College site still belonged to the Academy and it is long and protracted procedure to return this to the County Council. He also said that NCC intended to retain the site for educational use in the future, and that the site will be retained as a whole.

Cllr Reynolds said the possibility of a pathway through that site to the town had been raised before. This has been referred to County Council.

Cllrs Fitzpatrick, Reynolds and Claussen-Reynolds left the meeting

AGENDA

198 TO CONSIDER FOR ACCEPTANCE APOLOGIES FOR ABSENCE.

Apologies were received and accepted from District Councillors Punchard and Cllr Crook.

199 DECLARATIONS OF INTEREST

There were no declarations of interest.

200 TO CONFIRM THE MINUTES OF THE MEETING HELD ON 12 DECEMBER 2017

200.1 The minutes of the meeting held on 12 DECEMBER 2017 were on the proposition of Cllr Acheson seconded by Cllr Coates, AGREED and signed by the Chairman.

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

200.1 There has been no further information received regarding the public space protection order. **This is to be an agenda item at the Full Council Meeting in February.**

200.2 A meeting was held on 3 January 18 with Chris Alston of NCC Highways and Cllrs Holdom, Foortse, Coates, Duffy and Acheson regarding the Thursday Market Road Closure. The existing temporary closure has expired and new temporary order would cost £1000. To apply for a permanent order would need an application, a mini survey of stakeholders and approval of NCC Highways, lawyers and local Councillors. A notice would have to be posted in the EDP for 3 weeks with a further 3 weeks consultation period. A guestimate of the cost was £2-3,000. On the proposition of Cllr Acheson, seconded by Cllr Vertigan and AGREED by all to apply for a new temporary closure. It was further proposed by Cllr Acheson, seconded by Cllr Coates and AGREED by all to apply for a permanent closure on the grounds of safety.

202 MAYOR'S ANNOUNCEMENTS

- Attended the fire at the Connect Building
- Attended the Trap Lane break in and Trap Lane fire – felt that **CCTV and other security should be considered for Trap Lane at the next L&E meeting**
- 13 December had a day at North Walsham Town Council with Cllr Burke of Happisburgh Parish Council conducting an independent investigation
- 3 January had a meeting with Chris Alston from NCC Highways
- 5 January with Cllr Foortse showed new Cllr Lynam around the town council estate. **Looked at the gatepost at Aldiss Park which needs urgent attention.** It was suggested that walking around the estate should be a regular thing for Councillors. It was noted that there was a pile of wood shavings near the gateway to Edmondson's acres just before the entrance to Hall Staithe. **Cllr Acheson will investigate where these came from.**

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

Cllr Westmancott chaired the meeting of the Fakenham Charities this evening Cllr Holdom had been informed of the official opening of the new development on the Queens Road car park. **She will find out more details as to whether all Councillors are invited to the opening.**

Cllr Coates attended the fire at the connect building and the meeting with Chris Alston

Cllr Duffy attended the meeting with Chris Alston

Cllr Foortse confirmed that Kinnertons will be sponsoring a GoGo Hare for Fakenham Cllr Brown said that Kinnertons had agreed to sponsor a Break GoGo Hare for Fakenham as part of their celebrating their 40 years in this area. The Hare will need to be decorated and Councillors will be consulted as to what they would like to see on it. Kinnertons have agreed to pay £5K for the hare. They will need to pay another

£5K to keep it after the summer, or it will go to auction. The Councillors will need to discuss where they would like to see the hare positioned in the town.

204 DECISION LOG & CLERKS REPORT

- Full Council 81.1 – The person updating the site has requested some information from the Council. A brief biopic has been requested from each Councillor. **Each Councillor is to provide a few lines on time as councillor/experience/role on council/local linked profession etc.** Local photographs of past events would also be useful.
- Full Council 47 – This is now completed
- Full Council 63 – This is ongoing
- D&M 61.2 – This is to be brought up with Cllr Fitzpatrick and Steve Blatch. It was questioned whether this was needed.
- Full Council 135 – This will have to wait until the fire damage is dealt with and then ask Little Angels for their plans.
- P&R 85 – This was covered in the P&R minutes of the meeting held on 3 January 18
- Full Council 140 – This has been re-named the regeneration working party. A meeting is to be held on Thursday 11 January @5pm.
- L&E 90 – This is ongoing until the budget has been confirmed
- P&R 84 (74.3) – Tariff needs to be changed to EE and this item on the log to be turned red as needs to be dealt with urgently.
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205 TO RECEIVE AND COMMENT UPON ANY ITEMS FOR INFORMATION AND ACTION

Community Wellbeing Hub – **this item is to be forwarded to all councillors.**

206 TO RECEIVE AND ADOPT THE MINUTES OF THE DEVELOPMENT & MARKET COMMITTEE HELD ON 8 JANUARY 2018

206.1 The minutes of the Meeting held on 8 January 18 were moved for reception and adoption by Cllr Duffy, seconded by Cllr Acheson, AGREED unanimously and signed by the Chairman.

The RFO stated that she has had to re-issue cheques issued for Market Tolls grants because the name on the application is not the name needed for the bank account.

This is to be an agenda item for the next D&M meeting.

207 TO RECEIVE AND ADOPT THE MINUTES OF THE LEISURE AND ENVIRONMENT COMMITTEE HELD ON 19 DECEMBER 2017

184.1 The minutes of the meeting held on 19 December 2017 were moved for reception and adoption on the proposition of Cllr Foortse, seconded by Cllr Coates, AGREED unanimously and signed by the Chairman.

A question was asked about item 129 and whether the letter had been sent to Raynham Farms. It was noted that it hadn't gone due to the Clerk's absence. **It was agreed that the Administration Assistant should send this letter.**

Item 124 should be amended to remove the section that says Cllr Foortse will contact a member of the Masons. It should read the Clerk will consult with the town councils Insurance company.

Item 125 should be amended to read "Cllr Holdom proposed that the clerk obtains quotes for reducing the height and width of the hedge to as far back as the cemetery side of the footpath. Cllr Acheson also asked that quotes include reducing the laurel hedge that adjoins the neighbouring properties and the hedge adjoining church lanes."

208 TO RECEIVE AND ADOPT THE MINUTES OF THE POLICY & RESOURCES COMMITTEE HELD ON 3 JANUARY 18

208.1 The minutes of the meeting held on 3 January 18 were moved for reception and adoption on the proposition of Cllr Acheson, seconded by Cllr Coates, AGREED unanimously and signed by the Chairman.

209 TO RECEIVE AN UPDATE ON WEBSITE IMPROVEMENTS

This matter was skipped as it had already been addressed under item 204.

210 FINANCIAL MATTERS

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

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

210.2 Budget versus actuals report for April to December 17 The RFO presented the income and expenditure report for 3rd quarter. Items with over 75% variance were looked at and explained. The final position was that spending was 2% adverse which could mainly be accounted for by annual advance payments.

Jim Harding left the meeting.

210.3 to receive and consider the 2108/2019 budget proposals - If the budget was agreed, demonstrating the case for a £4,745 rise, this would require a 2.9% increase on last year's Precept as advised by the P&R committee. On the proposition of Cllr Acheson, seconded by Cllr Vertigan and Agreed with 12 votes for and one abstention, that the proposed budget should be accepted. Therefore in accordance with s.41 of the Local Government Finance Act 1992 – the precept Issue request to NNDC will be £167,840 for 2018 -19. The chairman duly signed the Parish Precept demand.

211 TO DISCUSS PLANS FOR THE COMMEMORATION OF THE END OF WORLD WAR 1

Cllr Acheson has written to local parish Councils regarding the Beacon on Beacon Hill. This is located in the Parish of Dunton. The parish clerk at Dunton has said that they will write to the land owners to get them on board. Dunton parish would like to join Fakenham to do a large, joint beacon. Further discussion will take place when a response has been received from the land owners. Cllr Holdom said external funding may be available to help with this, **she will give the town clerk relevant information.**

212 TO RECEIVE ANY FURTHER ITEMS FOR THE NEXT AGENDA

- GoGo Hare

213 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 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

- 214 **TO CONFIRM THE CONFIDENTIAL MINUTES OF THE FOLLOWING MEETINGS**
214.1 The minutes of the Full Council meeting held on 12 December 2017 were on the proposition of Cllr Acheson and seconded by Cllr Foortse, AGREED and signed by the Chairman.
214.3 The minutes of the Leisure & Environment meeting held on 28 November 2017 were on the proposition of Cllr Foortse and seconded by Cllr Coates, AGREED and signed by the Chairman.
- 215 **TO DISCUSS TOWN COUNCIL ACCOMMODATION**
See Confidential Minute
- 216 **TO NOTE ANY UPDATES ON THE OUTSOURCED ACCOUNTING SERVICES**
See Confidential Minute
- 217 **TO MOVE INTO OPEN SESSION**
On the proposition of Cllr Acheson seconded by Cllr Coates RESOLVED the Council moves into Open Session.

There being no further business the meeting closed at 20:50

Confirmed this day of 2018