

**MINUTES of the FULL COUNCIL MEETING of FAKENHAM TOWN COUNCIL  
held at Fakenham Connect, Oak Street, Fakenham  
on TUESDAY 10 April 2018 at 7:00pm**

**PRESENT:**

Councillor G Acheson, (Town Mayor, Presiding)

Town Cllrs: R Smith, A Vertigan, R Lynam, T Duffy, J Holdom, N Westmancott, M Coates, G Foortse, R Crook, S Mears and T Edwards

Town Clerk: Linda Jennings

Deputy Town Clerk: Ann Kerrison

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

County Councillor: None

Police: None

Press: J Harding – Lynn News

Public: None

**275 TO ALLOW FAKENHAM POLICE TO GIVE A REPORT**

There were no police at the meeting, and no report was received.

**276 TO ADJOURN THE MEETING FOR ELECTORS QUESTION**

A request for a bus shelter to be provided on Smiths Lane was reported. **This is to be an agenda item for the next L&E meeting.**

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

**Cllr Rest** reported that there had been a good sites visit on 5 April. This was looking at potential sites for the development plan up to 2036.

**Cllr Claussen-Reynolds** reported that NNDC are looking at stopping use of single use plastics as soon as possible. Tenders have been put out for work on Highfield Road car park and are expected back to NNDC by mid-May and work is expected to commence 1<sup>st</sup> June 2018. A workshop is to be held for start-up of new businesses on 16<sup>th</sup> April at 9:30am. Anyone interested can telephone 08456 099991.

**Cllr Reynolds** gave an update on the planned development of Brick Kiln Farm on Rudham Stile Lane. He also gave an update on the planned Northern development. Trinity have had a meeting with Anglian Water and have agreed that the sewage connection for the new development will be into the system at Morrisons. Highways have stated that the roundabout at the Shell garage cannot be expanded, and that the junction at Greenway Lane, Rudham Stile Lane and Holt Road is adequate.

**AGENDA**

**278 TO CONSIDER FOR ACCEPTANCE APOLOGIES FOR ABSENCE.**

Apologies were received and accepted from Cllrs T Fitzpatrick, J Sandford-Cooke and G Thorpe. No apologies were received from Cllr Rockett.

**279 DECLARATIONS OF INTEREST**

There were no declarations of interest.

Cllrs Reynolds and Claussen-Reynolds left the meeting.

**280 TO CONFIRM THE MINUTES OF THE MEETING HELD ON 13 March 2018**

The minutes of the meeting held on 13 MARCH 2018 were on the proposition of Cllr Acheson seconded by Cllr Coates, AGREED and signed by the Chairman. Cllr Crook was unhappy with minute 240 in the February 2018 minutes The March meeting stated that Active Fakenham had not specified the amount requested where as in fact they had submitted a detailed report which mentioned previous payments to FAP of £1,500 and that this would be an appropriate amount if the FTC was to support the initiative. As this was not minuted Cllr Crook raised it at the following meeting and requested that it was included.

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

**281.1 Thursday Market Road Closure.** Cllrs Acheson and Foortse have spoken to shop keepers on Norwich Road and will speak to others around the Market as part of the consultation process needed to extend the closure. **Letters will also be sent to interested parties such as the bus companies, emergency services, Jack Richards hauliers, taxi companies and the main factories.**

**281.2 CCTV in St Peters Garden.** This is now installed and working well.

**281.3 Commemoration of the end of the First World War.** An article is to go in the Beacon regarding the making of poppies for the war memorial. **It was noted that a bugler and piper need to be booked now to ensure attendance.**

**281.4 Adoption of telephone boxes.** An email has been received from a resident with ideas for use of the second box. It was noted that quotes need to be obtained for renovating the boxes. Cllr Holdom has been in touch with the lady who wants to donate a defibrillator for one of the boxes. This is being done with the advice of the Community Heart Beat Trust (CHBT). The CEO of CHBT would be willing to come and talk to the Council about what is needed.

**282 MAYOR'S ANNOUNCEMENTS**

AB management, managing the rebuild of the Aldiss building, have not paid the invoice for the overrun of the market closure as a result of the rebuild, despite previously saying that they would. They are suggesting that the owners of one of the adjoining properties and the contractor should also contribute. It was felt that AB should pay the invoice and recover money from the other owner and the contractor.

**Cllr Acheson is to write to A & B management.**

- 13 March – Met with Sandra Portas from NNDC.
- 16 March - walked Norwich street with Cllr Foortse regarding Thursday Market Road Closure
- 21 March - attended regeneration group meeting
- 23 March - met with Henry Bellingham and got his support for the Housing Infrastructure Funding
- 23 March - met with Maurice Beck from K&M lighting and are awaiting quotes for street lighting for Church Lanes and Mill Lane.
- 25 March - met with Penny Aldiss
- 26 March – Attended the Men's Shed project meeting. They wondered if their portakabin could be installed on FTS land for their meetings. **This is to be an agenda item for the next L&E meeting.**
- 27 March – Attended a Remembrance day meeting at NNDC
- 29 March – Met with Greenman Forestry at Queens Road cemetery
- 3 April – Met Renata Garfoot from NNDC with Cllrs Edwards and Duffy.
- 5 April – Went on the NNDC development plan bus trip to visit sites.
- 5 April – Opened the new Beauty shop on Oak Street

- 6 April – Attended the funeral of former Mayor Ian Scott.
- 7 April – Attended the blessing of the new Royal British Legion Standard
- 9 April – Attended further Men's Shed project meeting
- 10 April – Met with Charlie Haller regarding a Riverside Walk
- 10 April – Had a telephone conversation with a member of the Olivet Club. Asking if the Town Council would extend an invitation to the Mayor of Olivet to visit Fakenham. **Cllr Acheson will write to the Mayor.**

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

**Cllr Westmancott** chaired the meeting of the Fakenham Charities. They still have more money that they get requests for. They are going to put regular adverts in the Fakenham Sun and the Beacon. It was suggested that this should be a news item on the FTC website. He also attended the Station Masters reception at Marham airbase.

**Cllr Lynam** attended the sites visit with Cllrs Acheson and Duffy.

**Cllr Edwards** attended the meeting with Renata Garfoot from NNDC

**Cllr Holdom** reported that NALC are offering help with the new GDPR good practice and support for a basic annual subscription. The National organisation is also looking at providing support via the local organisations. Organisations must be compliant with the new regulation by 25 May 18 and must have a data protection officer in place by this date.

**This is to be an agenda item for the next P&R meeting.**

**Cllr Crook** reported on the Easter Funday that was held in the town. There were 600 participants with lots of support from local businesses. He pointed out that NNDC funding for this has been withdrawn. FTC officially congratulated Cllr Crook on the event which brought a lot of people to the town.

**Cllr Duffy** attended the meeting with Sandra Portas from NNDC, and the meeting with Renata Garfoot from NNDC. He also attended the sites visit and the Station Masters reception at Marham airbase.

**Cllr Footse** attended the blessing of the new Royal British Legion standard, the meeting of Fakenham Charities, walked Norwich street with Cllr Acheson, attended the re-generation group meeting and organised a Fashion Show which is taking place on Thursday 12 April.

**284 DECISION LOG**

Full Council 63 – This is still awaiting information from NNDC. **Cllr Duffy and the Clerk are to write a letter to Cockertons estate agent to see if the owners would be amenable to the sale of the land.**

Full Council 159 – No further information has been received from NNDC. **The Clerk will chase this.**

Full Council 220 – A reply has been received from BPA.

D&M 179 – **Cllr Duffy will contact Mark Ashwell regarding planning.**

Full Council 233 – **This is to be put back to yellow as it is not yet complete.**

**285 TO RECEIVE AND COMMENT UPON ANY ITEMS FOR INFORMATION AND ACTION**

These were noted.

**286 TO RECEIVE AND ADOPT THE MINUTES OF THE DEVELOPMENT & MARKET COMMITTEE HELD ON 19 MARCH 2018 AND 9 APRIL 2018**

**286.1** The minutes of the Meeting held on 19 March 2018 were moved for reception and adoption by Cllr Duffy, seconded by Cllr Acheson, AGREED unanimously and signed by the Chairman.

**286.2** The minutes of the Meeting held on 5 March 2018 were moved for reception

and adoption by Cllr Duffy, seconded by Cllr Sandford-Cooke, AGREED unanimously and signed by the Chairman.

**287 TO RECEIVE AND ADOPT THE MINUTES OF THE LEISURE AND ENVIRONMENT COMMITTEE HELD ON 27 MARCH 2018**

**287.1** The minutes of the meeting held on 27 March 2018 were moved for reception and adoption on the proposition of Cllr Footse, seconded by Cllr Acheson, AGREED unanimously and signed by the Chairman.

**288 TO RECEIVE AND ADOPT THE MINUTES OF THE POLICY & RESOURCES COMMITTEE HELD ON 20 MARCH 2018**

**288.1** The minutes of the meeting held on 20 March 2018 were moved for reception and adoption on the proposition of Cllr Acheson, seconded by Cllr Coates, AGREED unanimously and signed by the Chairman.

**289 FINANCIAL MATTERS**

**289.1** To authorise payment of the Accounts and Accounts paid out of Meeting for March 2018 and receive Bank Reconciliation Statements for March 2018. Cllr Coates proposed, seconded by Cllr Acheson, RESOLVED the payment of the Accounts and Accounts paid out of Meeting for March 2018 and the Reconciliation Statements for March 2018 were approved.

**289.2** To receive 4<sup>th</sup> Quarter Income and Expenditure report as at 31 March 2018. Cllr Holdom explained the exceptional items that were a significant amount above or below the allotted budget.

**289.3** The RFO reported a £75K under-spend at the year-end, from balances carried forward and savings against budget. It was suggested that this should be allocated to an ear marked reserve development fund for office accommodation. It was agreed that this should be discussed at P&R on 2 May 2018 as a decision needs to be made before the end of year close down for the financial software on 10 May 2018.

**290 TO RECEIVE NOTIFICATION FROM NORTH NORFOLK DISTRICT COUNCIL OF THE NEW WARD BOUNDARIES FROM MAY 2019**

It was noted that from the elections in May 2019 there will be one district councillor for Lancaster North and 2 for Lancaster South.

**291 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:

NARS (Norfolk Accident Rescue)

On the proposition of Cllr Acheson, seconded by Cllr Mears that a donation of £250 is given. This is to be given after 30 April, as they had an award at that time in 2017.

**292 TO RECEIVE THE MEETING DATES FOR COUNCIL NEXT YEAR.**

The meeting dates were received and accepted.

**293 TO RECEIVE ANY FURTHER ITEMS FOR THE NEXT AGENDA**

There were no items put forward.

**294 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

**295 TO CONFIRM THE CONFIDENTIAL MINUTES OF THE FOLLOWING MEETINGS**

**295.1** The minutes of the Full Council meeting held on 13 March 2018 were on the proposition of Cllr Acheson and seconded by Cllr Coates, AGREED and signed by the Chairman.

**295.2** The minutes of the Policy and Resources meeting held on 20 March 2018 were on the proposition of Cllr Coates and seconded by Cllr Acheson, AGREED and signed by the chairman.

**295.3** The minutes of the Leisure & Environment meeting held on 27 March 2018 were on the proposition of Cllr Foortse and seconded by Cllr Acheson, AGREED and signed by the Chairman.

**295.4** The minutes of the Development & Market meeting held on 9 April 2018 were on the proposition of Cllr Acheson and seconded by Cllr Duffy, AGREED and signed by the Chairman.

**296 TO DISCUSS TOWN COUNCIL ACCOMMODATION**

See Confidential Minute

**297 TO DISCUSS STAFF MATTERS**

See Confidential Minute

**298 TO DISCUSS THE SALE OF THE FOOTPATH AT FORMER NORTH PARK PLAY AREA**

See Confidential Minute

**299 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 21:00

Confirmed this                      day of    2018