

MINUTES of the FULL COUNCIL MEETING of FAKENHAM TOWN COUNCIL

held at Fakenham Connect, Oak Street, Fakenham

on TUESDAY 16th APRIL 2019 at 7:00pm

PRESENT:

Councillor G Acheson (Town Mayor, Presiding)

Town Cllrs: S Brown, J Sandford-Cooke, J Holdom, A Vertigan, S Mears, M Coates, T Duffy, G Foortse, G Thorpe, R Lynam

Town Clerk: L Jennings

Deputy Town Clerk: A Kerrison

District Councillors: J Rest, J Punchard

County Councillor: None

Police: None

Press: J Harding (Lynn News)

Public: Two

		Action (initials)
	A minutes silence was observed in memory of the late Cllr Ian Grand	
283	TO ALLOW FAKENHAM POLICE TO GIVE A REPORT There were no police present and no report was sent. Cllr Lynam joined the meeting	
284	TO ADJOURN THE MEETING FOR ELECTORS QUESTIONS A complaint has been received from a traffic enforcement officer regarding the antisocial parking in the Town. They asked if the Town Council could push for an order to be put in place to allow them to ticket cars that are illegally parked. The enforcement officers are getting a lot of abuse from the public who think that they can already do this. A request for a speed limit to be put on the Goggs Mill road between Sandy Lane and the Garden Centre has been received. This piece of road is partly in Fakenham and Hempton parishes. On the proposition of Cllr Acheson, seconded by Cllr Foortse and agreed by all that the Clerk should contact the Clerk of Hempton and write to Highways as a joint venture. An enquiry has been received from a resident of Heath Rise about the removal of trees at the back of her property that were planted as a screen from the industrial estate. She has asked NNDC to investigate re-instating them. Cllr Rest replied that this is not NNDC land and therefore they have no jurisdiction over this. The land is privately owned and therefore this is a civil matter.	Clerk

285	<p>TO ALLOW 10 MINUTES FOR DISTRICT/COUNTY COUNCILLORS TO ADDRESS THE MEETING</p> <p>Cllr Rest stated that planning permission has been granted for a building on the Argos site. Highways will not push for the re-opening of Cattle Market Street to 2 way traffic. However, the Town Council's concerns regarding this will be kept on file. It was noted that the Town Council could still apply for Parish Partnership funding to pay to have this done.</p> <p>Raynham Hall will be holding another of its open air concerts over the weekend of 18th - 21st July 2019. The licence department at NNDC are aware of the noise problems that occurred last year with a similar concert. Cllr Rest will send a copy of the licence to the Clerk for information. It was agreed that the Clerk will contact the Clerks of all affected parishes and invite them to send a joint letter to Gemma Fairclough at the licencing department demanding that we are kept in the loop as to what is happening regarding this event, and that we will not put up with a repeat of what happened last year.</p> <p>Cllrs Reynolds and Claussen-Reynolds sent their apologies and had nothing to report.</p> <p>The Clerk has had communication from Steve Blatch at NNDC regarding 24 properties which had been misallocated to Lancaster South ward when they should have been in Lancaster North ward. This has been rectified and the residents sent new polling cards.</p> <p>Cllrs Rest and Punchard left the meeting</p>	JR/ Clerk
AGENDA		
286	<p>TO CONSIDER FOR ACCEPTANCE APOLOGIES FOR ABSENCE.</p> <p>Apologies were received and accepted from Cllrs Dutton, Edwards and Wakefield and Cllrs Reynolds and Claussen-Reynolds.</p>	
287	<p>DECLARATIONS OF INTEREST</p> <p>Cllr Coates declared an interest in agenda item 10b</p>	
288	<p>TO CONFIRM THE MINUTES OF THE MEETING HELD ON 19 MARCH 2019</p> <p>288.1 The minutes of the meeting held on 19 MARCH 2019 were on the proposition of Cllr Acheson and seconded by Cllr Coates, AGREED and signed by the chairman.</p>	
289	<p>TO RECEIVE UPDATE ON ACTIONS TAKEN AFTER THE LAST COUNCIL MEETING IF THESE MATTERS ARE NOT ON THE AGENDA</p> <p>Minute 271 – Website link to local business. This was already in place under the useful information tab</p> <p>Minute 272 – Registration of land. It was noted that this would take a long time to pursue and would represent a long-term commitment. With 2 votes for, 6 against and 2 abstentions, it was agreed not to pursue this matter any further.</p>	
290	<p>TO RECEIVE LETTER OF RESIGNATION FROM CLLR R SMITH</p> <p>This was duly noted</p>	
291	<p>TO RECEIVE THE MAYORS ANNOUNCEMENTS</p> <p>Cllr Acheson thanked those Councillors who have left the Council this year and those who have chosen not to stand for the next year, for their hard work and commitment. He wished them well for the future.</p>	

	<p>30 March – Met with Cllr Holdom and Martin Benstead from Stephenson Smart to discuss the RFO contract Was on holiday for 2 weeks</p> <p>12 April – Attended former Cllr Ian Grand’s funeral. There was a collection for the Fire Fighters Charity at the funeral and Cllr Acheson suggested that Fakenham Town Council might like to make a donation in memory of Cllr Grand. This is to be on the next agenda for the D&M committee.</p> <p>Cllr Acheson reminded everyone that the Annual Assembly of the Town will be on Tuesday 14th May at 7pm in the Parish church.</p> <p>Highway Rangers will be coming to Fakenham in the next couple of months. Any problems regarding potholes, overgrown hedges, signage etc. in the Town should be reported to the Clerk as soon as possible so that the Rangers may deal with them.</p>	
292	<p>TO RECEIVE ANY REPORTS FROM COUNCILLORS WHO HAVE ATTENDED MEETINGS OUTSIDE THE COUNCIL</p> <p>Cllr Sandford-Cooke – Helped with the Town Council stall at the Fakenham Fayre</p> <p>Cllr Lynam - attended the MTI Fakenham Facelift meetings</p> <p>Cllr Brown - Helped with the Town Council stall at the Fakenham Fayre</p> <p>Cllr Holdom - Helped with the Town Council stall at the Fakenham Fayre</p> <p>Cllr Thorpe – Attended Ian Grands funeral</p> <p>Cllr Coates - Helped with the Town Council stall at the Fakenham Fayre</p> <p>Cllr Foortse - Attended the Christmas Fayre meeting, the Fakenham Fayre, litter pick, Fakenham Charities meeting and attended an event at Sculthorpe Airbase with the Clerk.</p> <p>The two members of the public left the meeting.</p>	
293	<p>DECISION LOG AND CLERKS REPORT</p> <p>Full Council 252 – Ongoing</p> <p>Full Council 135 – This is being dealt with by L&E committee</p> <p>P&R 159 – This is now complete</p> <p>Full Council 16 – This will need to be re-done after the May elections</p> <p>Full Council 212 – This will be looked at for next year</p> <p>L&E 132 –Funds from Tesco Bags for Help will help with this</p> <p>L&E 134 – This is to be an agenda item for the next L&E agenda</p> <p>L&E 141 – Two quotes are being obtained</p> <p>L&E 142 – Cllr Foortse has looked at the problem with Cllr Rest. The rubbish bins in Newman’s Yard cannot be moved as they are on private land and have permission to be there.</p> <p>P&R 109 – This is complete</p> <p>L&E 155 – The Clerk has registered and ordered the trees for Hayes Lane. More are to be obtained for Aldiss Park.</p>	
294	<p>TO RECEIVE AND COMMENT UPON ANY ITEMS FOR INFORMATION AND ACTION</p> <p>SCOPE has asked about the possibility of siting textile recycling facilities on Council land. The Town Council does not have any land available but suggested that SCOPE may like to contact local supermarkets or NNDC.</p>	

295	<p>TO RECEIVE AND ADOPT THE MINUTES OF THE DEVELOPMENT & MARKET COMMITTEE ON 1 and 15 APRIL 2019</p> <p>294.1 The minutes of the meeting held on 1 APRIL 2019 were moved for reception and adoption by Cllr Thorpe, Seconded by Cllr Lynam and agreed unanimously.</p> <p>294.2 The minutes of the meeting held on 15 APRIL 2019 were moved for reception and adoption by Cllr Lynam, Seconded by Cllr Acheson and agreed unanimously.</p>	
296	<p>TO RECEIVE AND ADOPT THE MINUTES OF THE LEISURE & ENVIRONMENT COMMITTEE HELD ON 26 MARCH 2019</p> <p>263.1 The minutes of the meeting held on 26 MARCH 2019 were moved for reception and adoption by Cllr Coates, Seconded by Cllr Acheson and agreed unanimously.</p>	
297	<p>TO RECEIVE AND ADOPT THE MINUTES OF THE POLICY AND RESOURCES COMMITTEE HELD ON 10 APRIL 2019</p> <p>264.1 The minutes of the meeting held on 10 APRIL 2019 were moved for reception and adoption by Cllr Footse, Seconded by Cllr Vertigan and agreed unanimously.</p>	
298	<p>FINANCIAL MATTERS</p> <p>297.1 to receive and approve payment of the accounts for Fakenham Town Council and Charter Market for March 2019 and receive bank reconciliation statements for Fakenham Town Council and Charter Market for March 2019. Cllr Holdom proposed, seconded by Cllr Vertigan RESOLVED to receive and approve the payment of the accounts for March 2019 and the reconciliation statements for March 2019. These were reviewed and matched with bank statements by the financial committee.</p> <p>297.2 To receive the budget versus Actuals for 4th Quarter January 2019 to March 2019. This was received and noted.</p> <p>297.3 To Receive minutes of the Finance Committee meeting on 15th April 2019. Finance minutes were received and noted.</p> <p>297.4 Finance Team report. There was nothing new to report</p> <p>297.5 To Approve the Mayor's Charity for 2019-20. This is to be an agenda item for the Full Council meeting in May, with the new Mayors input.</p> <p>297.6 To Receive the Service Charge Budget Report for the Connect Building from North Norfolk District Council. It was noted that we have been charged for some items that we do not use i.e. the lift and the telephone system. Cllr Acheson will write stating that we will not pay these elements of the service charge and the standing order payments will be altered accordingly. He will also ask for a breakdown of the repairs and maintenance costs. A copy of the letter will be sent to Steve Blatch.</p> <p>The member of the press left the meeting.</p>	<p>Clerk</p> <p>GA</p>
299	<p>TO AWARD A GRANT UNDER THE LOCAL GOVERNMENT ACT 1972, S137</p> <p>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</p> <p>a) NARS (Norfolk Accident Rescue) – On the proposition of Cllr</p>	

	Acheson, seconded by Cllr Mears and agreed by all that £250 should be awarded, to be paid in May 2019.	
300	TO DISCUSS THE PROGRESS OF THE HERITAGE TRAIL Cllr Acheson gave an overview of progress with plaques etc. Progress of the project is being held up by NCC not yet giving permission for a garden on the library triangle of land. It was noted that the Town sign needs painting. The Clerk is to organise this.	Clerk
301	TO RECEIVE AN UPDATE ON THE MARKET TOWNS INITIATIVE (FAKENHAM TOWN CENTRE FACE LIFT) This is ongoing. The second round of bids for MTI funding has not yet been judged. We should hear by early July if we have been successful.	
302	To Receive the Meeting Dates for the Town Council for the YEAR Commencing May 2019 – 20) It was noted that the L&E meeting would fall on Christmas Eve, and could not be brought forward as it would clash with Full Council. It was agreed to not hold an L&E meeting in December.	
303	TO DISCUSS MILLERS WALK CAR PARK The impending new development on the end of the current Argos shop was discussed. Specifically access and the road layout. It was agreed that the Development and Market committee would write a paper to present to the Next Full Council meeting.	Clerk / TD
304	TO DISCUSS THE FAKENHAM TRAFFIC SURVEY This will be dealt with by the Development and Market Committee	Clerk / TD
305	TO RECEIVE ANY FURTHER ITEMS FOR THE NEXT AGENDA. <ul style="list-style-type: none"> • Literary Festival • Update on Fire Station • MTI Facelift • Setts in the Market place and Bridge Street. The Setts in Bridget Street have been removed by utility companies and not replaced to the way they found when the work was finished. It was agreed to ask Steve White from NCC to take a look at the Market Place, Bridge Street and Norwich Street, and that he should be invited to the Full Council Meeting in May. 	Clerk
306	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.	
307	TO CONFIRM THE CONFIDENTIAL MINUTES OF THE FOLLOWING MEETINGS 307.1 The minutes of the Full Council meeting held on 19 March 2019 were on the proposition of Cllr Acheson and seconded by Cllr Thorpe, AGREED and signed by the Chairman. 307.2 The minutes of the Policy & Resources meeting held on 9 April 2019 were on the proposition of Cllr Foortse and seconded by Cllr Vertigan, AGREED and signed by the Chairman.	
308	TO DISCUSS TOWN COUNCIL ACCOMMODATION See confidential minute.	
309	TO DISCUSS STAFF MATTERS See confidential Minute	

