

MINUTES of the FULL COUNCIL MEETING of FAKENHAM TOWN COUNCIL

held at Fakenham Connect, Oak Street, Fakenham

on TUESDAY 15th OCTOBER 2019 at 7:00pm

PRESENT:

Councillor G Foortse (Chairman, presiding)

Town Cllrs: J Griffiths, M Dutton, J Rockett, G Acheson, P Bucknell, M Coates, D Andrews, R Lynam, J Holdom, G Thorpe

Town Clerk: L Jennings

Deputy Town Clerk: A Kerrison

District Councillors: J Rest, J Punchard, C Cushing

County Councillor: T Fitzpatrick

Police: None

Press: J Harding (Lynn News)

Public: 2 members of the public

		Action (initials)
120	TO ALLOW MATTHEW HATFULL (CHANGE MANAGER FROM THE POST OFFICE) TO TALK ABOUT THE FUTURE OF THE POST OFFICE Mr Hatfull explained that the current providers of the Post Office will cease to do so at the end of January 2020. He outlined the possible options to ensure the continued provision of Post Office services within the Town. Fakenham will not be left without a post office.	
121	TO ALLOW FAKENHAM POLICE TO GIVE A REPORT The Clerk read out a report from the beat manager. The report explained the latest crime figures for Fakenham. The new SNAPS priorities were outlined including the increase of visibility of Police Officers. The Clerk will feedback to the officer that Councillors have noticed the increased visibility and it is a good thing.	Clerk
121	TO ADJOURN THE MEETING FOR ELECTORS QUESTIONS 1. The grass cutters are not cutting the edge of the grass against the pavements. The Clerk will look in to this. 2. Who owns the map table in the Market behind the war memorial, as the Town Council would like a copy of the map so that the table can be replaced/repared. It was noted that this belongs to NNDC. Cllr Rest will speak to NNDC. Cllr Thorpe left the meeting.	Clerk JR
122	TO ALLOW 10 MINUTES FOR DISTRICT/COUNTY COUNCILLORS TO ADDRESS THE MEETING Cllr Punchard: Updated the Council on the Local plan which looks at 5 year land supply for housing development.	

	<p>Cllr Fitzpatrick: Gave an update on what has been happening at NCC including 1. The work of the fire service in dealing with the recent floods 2. The new Early Years Childhood services which started on 1st October 3. The budget for next year is being discussed 4. The recent boundary review concluded that the Council should retain 84 members 5. The Market Town initiative survey report is now available 6. The Setts have started to be replaced in the Market Place 7. Looking at mobile phone “not” spots with phone companies 8. Looking at better broadband for Norfolk 9. The plans for the old College site have been shared with NNDC, FTC and Cricket Club</p> <p>Cllr Fitzpatrick was asked about proposed changes to the Connect building which would affect the Council Chamber. Cllr Fitzpatrick will investigate.</p> <p>Councillors were asked what was happening regards the rough sleeper in Fakenham. District Councillors said that this was in hand. The Clerk will contact the Salvation Army to see if there is anything more that they can do to help.</p> <p>Cllr Rest gave an update of what was happening regards the sign holding the directory of businesses on the industrial estate.</p> <p>Cllrs Rest, Punchard, Cushing and Fitzpatrick left the meeting.</p>	<p>TF</p> <p>Clerk</p>
AGENDA		
123	<p>TO CONSIDER FOR ACCEPTANCE APOLOGIES FOR ABSENCE. Apologies for absence were received and accepted from Cllrs Duffy and Hannon.</p>	
124	<p>DECLARATIONS OF INTEREST There were none.</p>	
125	<p>TO CONFIRM THE MINUTES OF THE MEETING HELD ON 17 SEPTEMBER 2019 125.1 The minutes of the meeting held on 17 September 2019 were on the proposition of Cllr Coates and seconded by Cllr Acheson, AGREED and signed by the chairman.</p>	
126	<p>TO RECEIVE UPDATE ON ACTIONS TAKEN AFTER THE LAST COUNCIL MEETING IF THESE MATTERS ARE NOT ON THE AGENDA Minute 88 - The Royal British Legion are organising the armistice day parade as usual, but with the Town Council providing the insurance cover and applying for the road closure. There is no expense to the Council. Minute 109 - The Academy is very keen to provide the venue for the proposed Park Run in Fakenham. They are able to provide the facilities needed. Minute 94 – Cllr Foortse has passed on Cllr Mears comments to the Highways Engineer.</p>	
127	<p>Cllr Foortse welcomed new Councillor Griffiths to his first Full Council meeting. She also thanked Cllr Lynam for all his hard work as this was his last meeting. He will continue to write the Town Council article in the Fakenham Sun.</p> <p>TO FILL TWO TOWN COUNCILLOR VACANCIES BY CO-OPTION Mark Campbell put himself forward for co-option. A secret ballot was undertaken with the results to be counted on Wednesday morning.</p>	

128	<p>TO RECEIVE THE MAYORS ANNOUNCEMENTS</p> <p>18/9 – Opened the new Rainbow Deli 8/10 – Had a meeting with Eleanor Parkin from the library. 9/10 – had a meeting with Richard Crook from Active Fakenham</p>	
129	<p>TO RECEIVE ANY REPORTS FROM COUNCILLORS WHO HAVE ATTENDED MEETINGS OUTSIDE THE COUNCIL</p> <p>Cllrs Coates, Dutton and Acheson attended a meeting at Pensthorpe regarding the railway. Cllr Holdom attended the NALC executive meeting.</p>	
130	<p>DECISION LOG AND CLERKS REPORT</p> <p>Full Council 17 – Cllrs to submit their photos and a short bio to the Clerk Finance 97 - This is still being looked at D&M 52 - Cllr Rest will chase this. Finance 28 – This has been done. The accounts will be checked to make sure the refund appears. L&E 58 – This is to be discussed at L&E. Cllr Lynam will write an article for the Fakenham Sun.</p>	<p>Clerk/JH JR RL</p>
131	<p>TO RECEIVE AND COMMENT UPON ANY ITEMS FOR INFORMATION AND ACTION</p> <p>These were received and noted. Attention was brought to the Rangers visit. Any problems that they can deal with should be reported to the Clerk.</p>	
132	<p>TO RECEIVE AND ADOPT THE MINUTES OF THE DEVELOPMENT & MARKET COMMITTEE ON 30th SEPTEMBER and 14th OCTOBER 2019</p> <p>132.1 The minutes of the meeting held on 30th September 2019 were moved for reception and adoption by Cllr Acheson Seconded by Cllr Foortse and agreed unanimously. 132.2 The minutes of the meeting held on 14th October 2019 were moved for reception and adoption by Cllr Foortse, Seconded by Cllr Lynam and agreed unanimously.</p>	
133	<p>TO RECEIVE AND ADOPT THE MINUTES OF THE LEISURE & ENVIRONMENT COMMITTEE HELD ON 24th SEPTEMBER 2019</p> <p>133.1 The minutes of the meeting held on 24th September 2019 were moved for reception and adoption by Cllr Coates, Seconded by Cllr Dutton and agreed unanimously.</p>	
134	<p>FINANCIAL MATTERS</p> <p>134.1 To receive and approve Fakenham Town Council Receipts & Payments and Consolidated Bank reports for September 2019 On the proposition of Cllr Holdom, seconded by Cllr Foortse RESOLVED to receive and approve the payment of the accounts for September 2019 and the bank reconciliation statements as reviewed by the finance committee for September 2019.</p> <p>134.2 To receive and approve the Charter Market Receipts & Payments and Consolidated Bank reports for September 2019 On the proposition of Cllr Holdom, seconded by Cllr Foortse RESOLVED to receive and approve the payment of the accounts for September 2019 and the bank reconciliation statements as reviewed by the finance committee for September 2019.</p> <p>134.3 To receive and approve the 2nd quarter budget v actuals report. On the proposition of Cllr Holdom, seconded by Cllr Foortse RESOLVED to receive and noted the 2nd quarter budget v actuals report.</p> <p>134.4 To receive the 2nd Quarter Variance report. This was received and noted with benchmark comparative of 50%.</p> <p>134.5 To Receive Minutes of Finance Committee Meeting 14th</p>	

	<p>September 2019 These were received and approved. 134.6 Finance Team Report. Cllr Andrews confirmed amended contract plan for payment card device for renewal Oct/Nov, and agreed to follow up with the bank £37K of unspent precept and current account money at the end of the year has been transferred into business reserves. Notification received from NNDC regarding the changes to small business rates. To be discussed in full detail at committee level.</p>	<p>DA JH</p>
135	<p>TO DISCUSS THE 5 YEAR BUSINESS PLAN Section b) include the information board in the Town square Section c) Figures on how many times the pop-up stall had been used were requested. Section f) Include partnership working with EP Youth regarding their Treasure Trail project on Millennium Park Section g) Include the Armistice day parade with the RBL.</p>	<p>Clerk</p>
136	<p>TO DISCUSS FUTURE DEVELOPMENT PLANS This is to be discussed at committee level.</p>	
137	<p>TO DISCUSS THE FUTURE PROJECTS OF ACTIVE FAKENHAM The pictures of local people are to be exhibited in the Forum in Norwich. They are looking for sponsors for this. It was suggested that they should apply for a S144 tourism grant. The Clerk will contact Mr Crook.</p>	<p>Clerk</p>
138	<p>TO DISCUSS THE PROGRESS OF THE HERITAGE TRAIL This no longer needs to be an agenda item each month, once a year will suffice. This item is to be replaced with the Library triangle.</p>	<p>Clerk</p>
139	<p>TO RECEIVE AN UPDATE ON THE MARKET TOWNS INITIATIVE (FAKENHAM TOWN CENTRE FACELIFT) We are awaiting decisions on further funding for repair of two shop fronts, a survey of the public and more funding for the heritage trail.</p>	
140	<p>TO DISCUSS THE CHRISTMAS LIGHTS SWITCH-ON EVENT This is coming on well with 15 plus stalls already booked and paid and entertainment organised throughout the afternoon. The Fakenham Sun will be asked if an advert can go in the next edition.</p>	<p>Clerk</p>
141	<p>TO RECEIVE ANY FURTHER ITEMS FOR THE NEXT AGENDA 1.Land at the corner of White Horse street. This is to go on the D&M agenda. 2. To discuss joining the rural/market towns group</p>	<p>Clerk</p>
142	<p>TO DISCUSS JOINING THE RURAL/MARKET TOWNS GROUP The clerk will email the leaflet regarding this to all Councillors and it is to be an agenda item for the November Full Council meeting.</p>	
143	<p>TO DISCUSS A REQUEST THAT LOCAL BUSINESSES ARE ALLOWED TO USE THE TOWN CREST FOR ADVERTISING PURPOSES It was agreed that before this can be decided we would have to establish who owns the crest and whether this has protection under copyright or trademark law. The Clerk is to speak to a solicitor regarding this matter. The member of the press left the meeting.</p>	
144	<p>TO AWARD A GRANT UNDER THE LOCAL GOVERNMENT ACT 1972, S 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</p>	

