

MINUTES of a MEETING of FAKENHAM TOWN COUNCIL
held at Fakenham Connect, Oak Street, Fakenham
on TUESDAY 10 FEBRUARY 2015 at 6.30pm

PRESENT:

Councillor J Punchard (Town Mayor)
Town Cllrs: G Acheson, M Coates, D Cubitt, J Cubitt, J Dougall, T Duffy, J Holdom, R Smith,
A Vertigan and N Westmancott
Town Clerk: L Jennings
Deputy Clerk: J Gant
District Cllrs: J Punchard, A Claussen-Reynolds, R Reynolds
NNDC: S Oxtoby, T Fitzpatrick
Press: Mr J Harding (Lynn News), Mr C Bishop (EDP)
Police: PCSO J Lemmon

200 HOUSEKEEPING

The Deputy Chairman informed the Meeting of the location of the emergency exits and toilets and asked that mobile phones be turned off or set to silent.

201 NNDC

The Chairman adjourned the Meeting to allow Sheila Oxtoby, Chief Executive and Tom Fitzpatrick, Leader to address the meeting and answer questions. Cllrs were informed about the recycling contract, the maximising of assets, the peer review challenge and the budget with no Council Tax increase planned for the fifth year in a row. Cllrs asked questions over the demolition of garages at King's Road and Greenway Lane, swimming pools, Highfield car park, gritting of NNDC car parks in Fakenham, Rudham Stile Lane strategy plan, land opposite the Medical Centre, transparency on Council Tax bills as to the Town Council's Precept increase and lack of enforcement in the conservation area in Fakenham. The Chairman thanked them both for their time and reconvened the meeting.

203 MINUTES

The Minutes of the Meeting held on 13 January 2015, having been circulated were, on the proposition of Cllr D Cubitt, seconded by Cllr Coates AGREED and signed by the Chairman. The Deputy Clerk pointed out a typing error in Minute 185.

204 APOLOGIES FOR ABSENCE

Apologies for absence were received from Town Cllrs M Rahman and M Parr-Burman.

205 DECLARATIONS OF INTEREST

Cllr J Cubitt declared a Pecuniary interest in Item 16a on the Agenda.
Cllr D Cubitt declared a Pecuniary interest in Item 16a on the Agenda.
Cllr Punchard declared an Other interest in Items 10a, 13b and 22a on the Agenda.

206 MAYOR'S ANNOUNCEMENTS

On 1 February the Mayor attended the annual ATC Church Service. A letter of resignation has been received from Cllr E Smith, to be formally received at March Full Council. On the proposition of Cllr Punchard, seconded by Cllr J Cubitt RESOLVED the Council writes to Cllr Smith.

207 COUNCILLOR REPORTS

Cllr Westmancott attended the Fakenham Area Minibus AGM: more drivers are needed. He also attended the quarterly meeting of the Trustees of the Gasworks Museum: all are in tentative agreement of what needs doing and a new Constitution is to be written. He gave Cllrs the criteria for applications from Fakenham Charities and at the request of Cllr Acheson, would enquire if a new minibus could be purchased through Fakenham Charities.

Cllr Crook attended the opening of the Grounds Maintenance Tenders.

Cllr Vertigan attended a Kick Start meeting: the Beer Festival is next month and more information will be available shortly regarding the Mark Baldwin Memorial Concert.

Cllr Holdom attended a Norfolk ALC meeting which reiterated the role of ALC as an effective voice for local councils. She also attended a Creak Road Cemetery Working Party meeting and reported on progress with SPA.

Cllr Acheson attended the Northern Development Briefing Meeting at NNDC, a training session at Weston Longville and an Olivet Twinning Meeting.

Cllr Coates attended the Town Band's AGM.

Cllr R Smith attended an Active Fakenham meeting in preparation for this year's events: cycling and Shop Keepers' Olympics.

Cllr Punchard attended the FABCOM monthly business meeting on 2 February: there will be another leaflet produced re businesses in the town and a more modified map showing parking. Cllr Crook reported that Archant will assist with the advertising, layout, design etc.

208 DISTRICT/COUNTY COUNCILLORS

County Cllr Fitzpatrick reported that no County money goes into the funding of the Academy swimming pool. He will forward a report on arts funding. Advanced notice received of work in Norwich Rd in October for 5 days' work on pavements. NCC budget setting meeting is next Monday: Adult Social Services were the only Committee who voted against recommendations. There will be no increase in Council Tax but economies are being made. Applications for a new Head of Finance will be considered tomorrow. The key economies in the budget setting that are likely to affect Fakenham residents are reduction of funding for roads and no increase in the level of maintenance of Social Services.

District Cllr Claussen-Reynolds will get a defined answer re the litter bin at Highfield Rd Car Park.

District Cllr Reynolds thanked S Oxtoby and T Fitzpatrick for answering questions on Highfield Rd Car Park and the garages at King's Rd. Regarding 33 Oak St: this is still under Probate.

District Cllr Punchard confirmed the application from Costa Coffee will go before the Planning Committee on 26 February. An application has been made for flats and shops at The Crown. Cllr Holdom asked County Cllr Fitzpatrick about the £5bn cuts to mental health provision with particular concern re Agency staff hiring in Norfolk. She was asked to email further details. Cllr Punchard asked about resurfacing work at Bridge St to be carried out on a Sunday and if the broken setts which had been filled with tarmac could be reinstated at the same time.

209 FAKENHAM POLICE

The crime figures for January had been circulated. Cllr Coates commented on the low detection rates: PCSO Lemmon pointed out these take time to work through.

210 UPDATE ON ACTIONS

- a) **Highfield Car Park:** The Town Council's waste bin has been removed. NNDC have stated the provision of litter bins is not a statutory requirement. District Cllr Reynolds will speak to Richard Crabb, NNDC.
- b) **Olivet:** A reply had been received from the Mayor of Olivet and was read out.

211 ELECTORS' QUESTIONS

The Chairman adjourned the meeting for Electors' questions. Cllr Dougall enquired about an additional dog bin in Rudham Stile Lane and Cllr Holdom asked for a request to be made to the dog warden for stricter enforcement. The Chairman reconvened the meeting.

212 INFORMATION AND ACTION

1 Norfolk Constabulary:

- a) Weekly Crime Summary 2-8 January 2015
- b) Weekly Crime Summary 9-14 January 2015
- c) Weekly Crime Summary 16-22 January 2015
- d) Weekly Crime Summary 22-29 January 2015

2 STANTA Operations Training: programmed air activity:

- a) 9-15 February 2015
- b) 16-22 February 2015

3 NNDC Polling Districts and Polling Places Review 2014

4 Abzag offering to talk about Neighbourhood Planning

- 5 WPS Insurance Brokers. Excess of £250 refunded for damaged street light in St Peters Road.
- 6 Fly the Flag of the Commonwealth (9 March 2015) CD and flag available from office. The Parish Church is unable to fly this due to safety, but the Salvation Army will be happy to.
- 7 Morrisons have asked for permission to hold an Easter egg hunt on Millennium Park on 28 March with proceeds going to Kick Start.

Publications & Newsletters

- 1 Clerks & Councils Direct (January 2015 / Issue 97)
- 2 The Clerk Magazine (SLCC) (January 2015 / Vol 46)
- 3 Market Times (February 2015)
- 4 Oh! Olivet (No 159, February 2015)

213 DEVELOPMENT & MARKET COMMITTEE

- a) The Report and Recommendation of the Meeting held on 19 January 2015 were moved for reception and adoption by Cllr Acheson, seconded by Cllr Grand.
- b) The Report and Recommendations of the Meeting held on 2 February 2015 were moved for reception and adoption by Cllr Acheson, seconded by Cllr R Smith.

214 LEISURE & ENVIRONMENT COMMITTEE

The Report and Recommendations of the Meeting held on 27 January 2015 were moved for reception and adoption by Cllr Vertigan, seconded by Cllr Coates. The Report and Recommendations of the Allotment Sub-Committee held on 20 January 2015 were moved for reception and adoption by Cllr Coates, seconded by Cllr Acheson.

215 HEALTH & SAFETY SUB-COMMITTEE

The Report and Recommendations of the Meeting held on 2 February 2015 were moved for reception and adoption by Cllr Punchard, seconded by Cllr Coates.

216 FINANCIAL MATTERS

- a) On the proposition of Cllr Coates, seconded by Cllr Holdom RESOLVED the Accounts and Accounts paid out of Meeting for January and the Reconciliation Statements for January are approved.
- b) On the proposition of Cllr Punchard, seconded by Cllr Holdom RESOLVED that the Grounds Maintenance Contract for the next three years is awarded to CGM Group.
- c) On the proposition of Cllr Acheson, seconded by Cllr Coates RESOLVED the Clerk attends the SLCC 2015 Regional Roadshow at a cost of £69.00 + vat.

217 COMMUNITY VOLUNTEER AWARD

On the proposition of Cllr Vertigan, seconded by Cllr D Cubitt RESOLVED the Community Volunteer Award for 2015 is promoted.

218 AGENDA ITEMS FOR FEBRUARY MEETING

No Agenda items were put forward.

219 EXCLUSION OF PUBLIC & PRESS

On the proposition of Cllr J Cubitt, 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.

220 POLICY & RESOURCES COMMITTEE

The Report and Recommendations of the Meeting held on 20 January 2015 were moved for reception and adoption by Cllr D Cubitt, seconded by Cllr Holdom subject to the following amendment:

Minute 127: 'The Committee agreed that Stephenson Smart of King's Lynn should continue to produce the salary payments for the next financial year. *The RFO had confirmed she was happy with this arrangement.*'

221 RUDHAM STILE LANE ALLOTMENT SITE

Legal advice had been received from Hayes & Storr. Cllr Acheson had drafted notes and these were read out. Cllr Punchard updated Cllrs following a consultation with NNDC. On the proposition of Cllr Punchard, seconded by Cllr Acheson RESOLVED the project is progressed. On taking to a vote, 7 Cllrs were in favour with 6 against: the motion was therefore carried. On the proposition of Cllr Punchard, seconded by Cllr Vertigan RESOLVED that Cllr Acheson's notes are passed to Hayes & Storr. On the proposition of Cllr Punchard, seconded by Cllr Vertigan RESOLVED the Chairman and Clerk draft a letter to NNDC.

222 OFFICE ACCOMMODATION

- a) Cllr Duffy and Cllr Holdom will meet with Duncan Ellis, NNDC and report back to the March Full Council.
- b) Cllr J Cubitt reported on a meeting of the Trap Lane Working Party on 22 January. Cllr Holdom was unable to attend but visited the site on 31 January with Cllr J Cubitt. Cllr J Cubitt will let the Deputy Clerk have a written copy of her report. On the proposition of Cllr Punchard, seconded by Cllr Duffy RESOLVED a letter is sent to the Playgroup. Cllr Punchard thanked the Working Party.

223 STAFF MATTERS

This item would be deferred to the Extraordinary Policy & Resources Meeting on 17 February 2015.

224 OPEN SESSION

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

Meeting closed 20.34pm

Confirmed this day of 2015.

CHAIRMAN