

MINUTES of a MEETING of FAKENHAM TOWN COUNCIL
held at Fakenham Connect, Oak Street, Fakenham
on TUESDAY 12 July 2016 at 7.00pm

PRESENT:

Councillor A Vertigan (Town Mayor, Presiding)

Town Cllrs: M Coates, J Dougall, J Holdom, S Mears, I Grand, J Sandford-Cooke, G Thorpe, N Westmancott, R. Crook and T Wilkes.

Town Clerk: L. Jennings

Administration assistant: A Kerrison

Police: PC Wayne Simmons

District Councillor: J. Punchard

Press: J Harding (Lynn News), C. Bishop (EDP/Fakenham Times)

Public: Mr B Bridge, Mr J Rockett, Mr C Rockett, Mr M and Mrs E Skipper

58 TO ALLOW FAKENHAM POLICE TO GIVE A REPORT

The Crime Figures for July were circulated. PC Simmons reported that there was nothing major to report.

59 TO ADJOURN THE MEETING FOR ELECTORS' QUESTIONS

59.1 Mr. Bridge asked why nothing is being done about the overgrown verges in Fakenham and especially around the Jack Richards memorial bench. He was also concerned about the number of potholes in the roads. Cllr Vertigan explained that with respect to the verges the Town Council is responsible for cutting the grass for their own properties, NNDC for the area around the Fakenham Connect building and the County Council for the highways. The Town Council is investigating the possibility of taking all areas in-house, and how this could be funded. He agreed that the current situation is not acceptable, but it would take time to sort out. Cllr Punchard said that this is being looked at by NNDC and they are talking to the County Council about this work being done. It was agreed that the Town Council Groundsman would cut the grass around the Jack Richards bench as a mark of respect.

Cllr Vertigan said that with regard to the pot holes, these are the responsibility of the County Council. Potholes should be reported to them via their website. It would be helpful if these were also reported to the town council so that they are aware. Cllr Crook suggested that a link should be put on the Town Council website to report the potholes.

59.2 Mr Skipper asked why the police had not yet visited residents of Norwich Street regarding speeding through the town, as was stated in the minutes from the last meeting. Cllr Vertigan checked the minutes and said that this was not stated. Cllr Holdom recalled that Cllr Fitzpatrick had organised a survey and would report on the results of this to Mr and Mrs Skipper. Mr C Bishop from the EDP said that he had taken the new Police and Crimes Commissioner to speak to Mr & Mrs Skipper about the problem. As a result a "minute man" device is to be placed in Norwich Street to establish the extent of the problem. Mr and Mrs Skipper were unhappy with the discussion and Mrs Skipper left the meeting. Mr Skipper became abusive towards the Councillors and was consequently asked to leave the meeting.

59.3 Mr Rockett said he wanted to thank Cllr Punchard for his prompt action regarding the complaint of dog fouling on the Millennium Park.

60 TO ADJOURN THE MEETING TO ALLOW DISTRICT/COUNTY COUNCILLORS TO ADDRESS THE MEETING

60.1 Cllr Punchard reported that the law had changed regarding dog fouling, hence the delay in getting the 'dog ban orders' enforced. There is to be an overview and scrutiny meeting regarding Cranmer House in Cromer tomorrow at 9:30am. Cllr Dougall and Cllr Foortse will be attending this meeting. Cllr Punchard said he would investigate getting the grass cut around the traffic lights on safety grounds. There is to be a Safer

Neighbourhood meeting on 3rd August 16. The District Council has said No to East Anglian devolution.

60.2 Cllr Rest sent a report reminding the Councillors of the Cranmer House meeting tomorrow. There is to be four-way temporary traffic lights whilst the permanent traffic lights are being replaced. Work will begin 1 August and is expected to last 5-6 weeks. He has passed on the Town Council's requests regarding grass cutting issues to Steve Hems at NNDC. There has been a re-application by Medcentres to review the plans for development next to Fakenham Medical Practice. He is awaiting quotes for replacement/repair of rear windows in the community Centre. A suitable time for the works to be carried out will be discussed taking in to account the hall's use. A decision is expected by the end of July.

60.3 Cllr Fitzpatrick sent a report to say that he will be attending the Cranmer House meeting tomorrow. Keith Simpson MP is also involved at looking at funding for Cranmer House.

60.4 Cllr Coates highlighted the news regarding Cllrs Claussen-Reynolds and Reynolds non-payment of council tax and their failure to attend Town Council meetings. A proposal of a vote of no confidence in them was not seconded. Cllr Crook said that residents felt they were being under represented and that the District Councillors should be attending town council meetings. It was agreed that a letter should be sent to both Councillors stating that as our representatives on the District Council, they should attend Council meetings, as stated in the North Norfolk District Council's Constitution, Schedule 2, pages 176/7.

61 TO RECEIVE APOLOGIES FOR ABSENCE

Apologies were received from Cllrs T Duffy, G Acheson, R Smith, G Foortse and E Smith, County Councillor T. Fitzpatrick, District Councillors Claussen-Reynolds, Reynolds and J Rest.

62 DECLARATIONS OF INTEREST

There were no Declarations of Interest.

63 TO CONFIRM THE MINUTES OF THE MEETING HELD ON 14 JUNE 2016

The Minutes of the Meeting held on 14 June 2016 were, on the proposition of Cllr Coates, seconded by Cllr Mears AGREED and signed by the Chairman.

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

64.1 No further information has been received from NNDC regarding the cutting of the grass area around the Community Centre and Connect Building. The Town Council has written to NNDC to say they are minded to cut the area anyway to keep it tidy.

64.2 The Town Council needs to decide if they wish to go ahead and produce a Neighbourhood Plan. This will be an agenda item at the next Full Council meeting in September.

64.3 Letters have been received from Sir Henry Bellingham MP and Keith Simpson MP regarding the potential closure of Cranmer House offering support. Nothing has been received from North Norfolk Clinical Commissioning Group.

65 MAYOR'S ANNOUNCEMENTS

Cllr Vertigan announced that he had visited the Choral Society at Wells, The annual reception at RAF Marham, the ATC Armed forces parade, 2 minutes silence for the 100 year anniversary of the battle of the Somme, FADLOS kidz performance of Phantom of the Opera and has cut the ribbon for the official opening of fakenham.info. He also attended the chairman and councillors meeting regarding devolution for Norfolk, Suffolk and Peterborough.

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

66.1 Cllr Sandford-Cooke informed the meeting that the Fakenham Fair is moving from the Millennium Park to the town centre this year, and will take place on August bank holiday. Cllr Holdom said that this is the same day as the Farmers Market. She asked if details could be made available to the stall holders regarding road closures etc. Cllr Sandford-Cooke reported that there will be a litter-pick on Thursday at the entrance to the industrial estate 18:50-19:50.

66.2 Cllr Crook has attended the Fakenham hub opening. He has also attended the Active Fakenham steering group. Money from the Big Society Fund has allowed smoothie bikes to be purchased. He also attended the Kick Start meeting.

66.3 Cllr Mears Attended the 2 minutes silence for the anniversary of the battle of the Somme

66.4 Cllr Holdom had attended a pension seminar. The triennial actuaries' valuation will be completed in the autumn and the Services Manager would be happy to visit if requested.

67 DECISION LOG & CLERKS REPORT

The Decision log was received.

The Clerk reported that the trial with tablets had not been very successful. Councillors are asked to return them to the Office if they are not being used.

On the proposition of Cllr Vertigan seconded by Councillor Coates the council agreed unanimously that standing orders are suspended

Item 12 on the agenda was moved this point to allow PC Simmons to leave.

68 CCTV

PC Wayne Simmons requested that the council allow the Police access to the town's CCTV in certain serious incidents. This would be accessed remotely from Police Headquarters. Cllr Vertigan expressed concerns regarding the cost implications if the bandwidth limits were exceeded and suggested that Secure Defence would need to be consulted on this. On the proposition of Cllr Vertigan seconded by Cllr Coates the council agreed unanimously to agree to give the Police access. The Clerk is to arrange a meeting with the Police Inspector and Secure Defence. The outcome of this meeting is to be taken back to Full Council in September. Any cost implications will be discussed then. Cllr Grand asked that a report is obtained with information on how often the cameras are not working.

On the proposition of Cllr Vertigan seconded by Councillor Coates the council agreed unanimously that standing orders are reinstated

69 TO RECEIVE AND COMMENTS UPON ANY ITEMS FOR INFORMATION AND ACTION

8.1 Police Crime Newsletters

8.2 STANTA and Sculthorpe Live Firing & Air Activity Details 27 June – 3 July 16

8.3 Community Action Norfolk (CAN) Invitation to AGM - Wednesday 20 July 2016
3.30pm.

8.4 Anglian Water Private Pumping Stations – October 2016 AW will take over all private pumping stations.

8.5 North Norfolk Workout Group - July 2016.

8.6 Invitation from Police & Crime Commissioner to take part in a survey.

8.7 Environment Agency – Suspected crayfish plague outbreak – River Wensum.

- 8.8 Norfolk County Council – Norfolk Safeguarding Adults Board (NSAB).Awareness week 12 – 16 September 2016.
- 8.9 Clerks & Councils Direct - July 2016 issue.
- 8.10 Public Sector Executive – June/July 2016.
- 8.11 North Norfolk Big Society Fund – Grant Fund Panel awards.
- 8.12 Oh Olivet - July 2016.

70 TO APPOINT TWO MEMBERS OF THE COUNCIL TO SERVE ON THE POLICY AND RESOURCES COMMITTEE UNTIL THE NEXT ANNUAL MEETING

Cllr Coates was proposed by Cllr Vertigan and seconded by Cllr Sandford-Cooke
Cllr Holdom was proposed by Cllr Vertigan and seconded by Cllr Thorpe
Cllr Grand was proposed by Cllr Holdom and seconded by Cllr Vertigan

71 TO RECEIVE AND ADOPT THE MINUTES OF THE DEVELOPMENT & MARKET COMMITTEE HELD ON 27 June and 11th July 2016

71.1 The minutes of the Meeting held on 27 June 2016 were moved for reception and adoption by Cllr Sandford-Cooke, seconded by Cllr Coates and agreed unanimously.

71.2 The minutes of the Meeting held on 11 July 2016 were moved for reception and adoption by Cllr Sandford-Cooke, seconded by Cllr Vertigan and agreed unanimously.

Cllr Sandford-Cooke asked for clarification of item 45 concerning the commissioning of a photographer to take photographs of the market. Quotes have been received from Matthew Usher and Keith Osborne. Cllr Vertigan proposed that Matthew Usher should be engaged to take photographs of the Thursday Market with a maximum budget of £300 to be paid from Market Tolls. This was seconded by Cllr Coates and agreed unanimously. Photographs of the Farmers Market and Makers Market should be done separately and be paid for from the precept. Cllr Holdom said that the Farmers Market would probably be happy to pay for their own photographs. It was agreed to let the Clerk know when these photographs are being taken.

72 TO RECEIVE AND ADOPT THE MINUTES OF THE LEISURE & ENVIRONMENT COMMITTEE HELD ON 28 June 2016

72.1 The Report and Recommendations of the Meeting held on 28 June 2016 were moved for reception and adoption by Cllr Wilkes, seconded by Cllr Coates and agreed unanimously.

73 FINANCIAL MATTERS

73.1 On the proposition of Cllr Vertigan, seconded by Cllr Wilkes to authorise payment of Accounts and Accounts paid out of Meeting for June and receive Bank Reconciliation Statements for June.

73.2 On the proposition of the Cllr Coates, seconded by Cllr Mears and agreed unanimously to receive the budget versus actuals for period April to June 2016.

73.3 On the proposition of Cllr Coates, Seconded by Cllr Vertigan and agreed unanimously to approve the Clerk and Cllr Holdom attending the SALC/NALC Summer Seminar – Employment matters at a cost of £50 each.

74 TO EXCHANGE ANY INFORMATION ON ANY MATTER WHICH MIGHT PROPERLY BE INCLUDED ON THE AGENDA OF THE SEPTEMBER MEETING

District Councillors Claussen-Reynolds and Reynolds to be given the option to address the meeting either in private session or before the meeting in open session.

75 TO MOVE THAT THE PUBLIC & PRESS BE EXCLUDED FROM THE MEETING UNDER THE PROVISIONS OF SECTION 1(2) OF THE PUBLIC BODIES (ADMISSIONS TO MEETINGS) ACT 1960

On the proposition of Cllr Coates, seconded by Cllr Dougall 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.

76 TO RECEIVE AND ADOPT THE MINUTES OF THE POLICY AND RESOURCES COMMITTEE HELD ON 21 JUNE

The minutes of the Meeting held on 21 June 2016 were moved for reception and adoption by Cllr Thorpe, seconded by Cllr Coates and agreed unanimously. Item 6 Financial Risk Management assessment needs to be an agenda item for the next Policy and Resources meeting. Item 8 Councillors Surgeries. Two Councillors will be present on a market stall on a Thursday 10:00 – 12:00, starting on Thursday 18 August. The details will be sorted later.

77 STAFF MATTERS

Cllr Vertigan welcomed Ann Kerrison the new Administration Assistant to the Town Council. He then reported that the Groundsman has received his salary increase.

78 TO DISCUSS TOWN COUNCIL ACCOMMODATION

Cllr Vertigan told the meeting that the architect has been put on hold.

79 TO MOVE INTO OPEN SESSION

On the proposition of Cllr Dougall, seconded by Cllr Vertigan RESOLVED the Council moves into Open Session.

There being no further business the Meeting ended at 20:45.

Confirmed this

day of

2016

CHAIRMAN