

**MINUTES of a MEETING of FAKENHAM TOWN COUNCIL
held at Fakenham Connect, Oak Street, Fakenham
on TUESDAY 14 February 2017 at 7.00pm**

PRESENT:

Councillor A Vertigan (Town Mayor, Presiding)

Town Cllrs: G Acheson, J Dougall, T Duffy, J Sandford-Cooke, R Crook, M Coates, G Thorpe, G Foortse, A Edwards, J Holdom, N Westmancott

Town Clerk: L Jennings

Admin Assistant: A Kerrison

District Councillors: A Claussen-Reynolds, R Reynolds, J Rest

Police: None

Press: Ally McGilvray (EDP)

Public: 7 members of the public

200 TO ALLOW FAKENHAM POLICE TO GIVE A REPORT

The Clerk read an update from the police. 1) Richard Dawson has been appointed as the new Beat Officer and will come to the Full Council meeting in March to introduce himself. 2) The Crown Hotel has re-opened. Improvements have been made and special events are planned. 3) The Police will be keeping an eye open for cars breaking the Thursday Market road closure. Residents of Red Lion Court have exemption and are allowed to drive through the closure to their residence. 4) The next SNAPS meeting is tomorrow. 5) A monthly ward newsletter is being produced. This provides information regarding Lancaster North and South, and the Raynhams. 6) The CCTV has been moved to the police station and is working well. 7) There is a homeless man in Fakenham who may be moving on to council land at Aldiss Park.

Cllr Thorpe left the meeting

201 TO ADJOURN THE MEETING FOR ELECTORS QUESTIONS

Cllr Foortse asked about the progress of the re-building of the Aldiss site. Cllr Acheson stated that he had spoken to a representative of Aldiss and Draper and Nichols. It was agreed that it should be possible to add an artist impression of the new build to the building site barriers. The re-construction is behind schedule because of the discovery of 2 previously unknown wells, an unknown basement, and problems with the unsafe nature of the wall of the Tapping House charity shop. There were also problems regarding the wall of the SS Peters and Pauls ashes garden. All of these things delayed the piling of the area. This is now underway. The project will take approximately another 9 months to complete.

A resident said she was pleased to see that work is underway to repair the paving stones in the market place. She also stated that the area between Church Lanes and Queens Road car park and been cleaned and tidied up.

The Council was asked who owned the old Barons Hall building. It was said it had been empty for over a year. It was thought this belonged to Norfolk County Council, but this would need to be checked.

A resident asked for clarification of the number of residences proposed for Highfield Road Car Park site. At the extraordinary meeting held on 1 February it was stated

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there would be 44, but in the newspaper it said 8. Cllr Rest stated that the press article was wrong; the 8 residences were planned for the Holt site. 44 residences was the proposal for Highfield Road.

A resident highlighted a double page article in the EDP today regarding a homeless man who is currently in the Fakenham area. The article stated that he was a recovering drug addict. The resident felt that this kind of publicity made him a target for drug dealers. It was suggested that the resident take this up with the EDP.

A resident said that she had addressed the January Full Council meeting regarding concerns surrounding the proposal to re-develop the Queens Road Cemetery Chapel. She was disappointed that she had had no formal response to those concerns. Cllr Vertigan stated that the Council has no plans regarding this matter and it has not been discussed by the Council since. The elector felt she should still have had a formal response addressing her concerns. **Cllr Vertigan promised he would meet with her in person within the next 2 weeks.**

Cllr Holdom stated that she had been approached by a resident regarding the closure of a walk-way between Jack Richards site and City plumbing on the industrial estate. This walk-way has been sealed off. The resident wanted to know if this was an NNDC action, or an unofficial one on behalf of one of the business owners. He said he had contacted Dist. Cllr Claussen Reynolds regarding this but had not received a satisfactory reply. Dist. Cllr Claussen-Reynolds replied that this individual had been sent all the information regarding this matter. Cllr Holdom said that the resident was also concerned regarding the Millers walk car parking problems, and the lack of enforcement of irregular parking in the town centre.

The Clerk read out a letter from a resident of Queens Road who had concerns regarding the loss of the Highfield Road car park. Her main concerns were the loss of coach parking and the subsequent loss of trade for the town especially over the Christmas period. With the proposed development of more than 900 houses on the outskirts of town, more car parking is needed not less. She believes the displacement of residents who currently use the car park as they do not have space at their home will result in more pavement parking in roads such as Queens Road.

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

Cllr Fitzpatrick had sent his apologies. The Clerk read a report from Cllr Fitzpatrick that stated Full Council will meet on 20 February and the budget for the coming financial year will be set at that meeting. The recommendation is to raise the County share of the council tax and also levy a precept for Adult Social care. Cllr Duffy said that Cllr Fitzpatrick had stated at the last full council meeting that he would report back today about funding for the Junior School bell repairs. He felt that it was poor that Cllr Fitzpatrick had not made any mention of this. Cllr Crook said that clarification was also needed regarding the commercial charges for community centres that were recently mentioned in an article in the press. Currently community centres pay a peppercorn rent.

Cllr Punchard also sent his apologies. His report was read out. The Public Space Protection Order consultation is underway which the Council should have received a briefing on. 3-5 March is the Great British Spring clean. NNDC is encouraging local groups to support this. The first draft of the retail study has been received for the local plan update and the caravan study has been received (formerly the gypsies and travellers.) The flooding and surface water study has been completed. This is relevant for the landscaping of new houses especially if they are in a flood plain.

Cllr Footse suggested that local groups should sign up to the Great British spring clean. This will be considered at the next L&E meeting.

Cllr Edwards wondered if Cllr Punchard would like to update his advice regarding the patient list sizes for the local GPs, as he was aware that the local practice had given very different figures. Cllr Acheson stated that he had spoken to Cllr Punchard about

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this and he had said that the figures he gave had been given to the local patient group. He is going to follow this up with the practice.
Cllr Reynolds informed the meeting that NNDC cabinet met on 6 February to consider the proposals for the commercialisation of assets, including Highfield Road car park. The recommendation of the cabinet was that these proposals should be accepted. This will be discussed at the Scrutiny committee tomorrow.

Cllr Rest left the meeting.

Cllr Claussen-Reynolds stated that she will be at the scrutiny meeting tomorrow.

AGENDA

203 TO CONSIDER FOR ACCEPTANCE APOLOGIES FOR ABSENCE.

Apologies were accepted from Cllrs C Rockett, S Mears, I Grand, J Punchard and T Fitzpatrick.

204 DECLARATIONS OF INTEREST

Cllr Holdom declared a pecuniary interest in item 13a regarding the RFO's report

205 TO CONFIRM THE MINUTES OF THE MEETING HELD ON 10 JANUARY 2017 ANFD THE MINUTES OF THE EXTRAORDINARY MEETING HELD ON 1 FEBRUARY 2017

205.1The minutes of the meeting held on 10 January 2017 were on the proposition of Cllr Coates and seconded by Cllr Sandford-Cooke, AGREED and signed by the Chairman.

205.2The minutes of the meeting held on 1 February were on the proposition of Cllr Acheson and seconded by Cllr Coates, AGREED and signed by the chairman.

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

206.1 The Clerk had spoken to Mr Parr-Burman regarding the advertising for the bingo sessions held at the Academy which had been placed on the roundabouts. Mr Parr-Burman has told the organisers of the bingo sessions not to do this again.

206.2 Cllr Edwards said that he and the Clerk had met with Mr Peter Bellman from CBGA Robson, the Management Company for Millers Walk, to talk about the complaints that Fakenham Town Council had received from the public. He had suggested that the company will install automatic number plate recognition which would mean drivers wishing to stay for 2 hours or less would no longer need to use the Pay and Display machine and display a ticket. This would take place when the construction of the new retail unit adjoining the Argos store begins in the summer/autumn 2017. He said these proposals would be discussed with his clients on 2 February. As yet we have not heard the outcome of this meeting. Mr Bellman had also agreed to look at the size of the parking spaces, and to look at landscaping the area of ground on the junction of Norwich Street and White Horse Street. Cllr Dougall pointed out that when the building of the new retail unit is complete 29 car parking spaces will be lost. This increases the objection to the loss of the Highfield Road Car Park.

The question was asked whether Mr Bellman had been invited to speak at the Town Assembly meeting in April. The Clerk said he had been invited but had not responded as yet.

207 UPDATE ON HIGHFIELD ROAD CAR PARK

Cllr Acheson said that he had attended the NNDC Cabinet meeting on 6 February 2017 when the Commercialisation of Assets was considered. This will be discussed further at the Scrutiny meeting tomorrow and he felt that someone from Fakenham Town Council should attend. He could not do so due to prior commitments. Cllr Claussen –Reynolds stated that the decision is a Cabinet decision and therefore this will not automatically be forwarded to Full Council. However, it was agreed that Scrutiny could recommend that it should go to Full Council. Cllr Reynolds said that Scrutiny could advise Cabinet, but Cabinet will make the decision. **It was agreed that Cllr Foortse should attend the meeting on behalf of Fakenham Town Council**, and that she should ask questions rather than make a speech. The questions to be asked should be 1) Has NNDC looked at the strategic development of Fakenham including the 900 houses to be built by the by-pass and the houses proposed for Sculthorpe and Highfield Road? 2) Has consideration been given to the impact of the development of Highfield Road on parking in Fakenham, including street parking? 3) Ask the Scrutiny committee to forward this matter to Full Council 4) will the public toilets currently on Highfield Road be replaced if the redevelopment goes ahead?

208 MAYOR'S ANNOUNCEMENTS

There were no Mayor's announcements

Dist. Cllrs Reynolds and Claussen-Reynolds left the meeting

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

Cllr Sandford-Cooke had attended New Councillor training. She had also attended dementia friendly training at First Focus.

Cllr Dougall had attended NNDC Cabinet meeting regarding the Highfield Road Car Park. He said in his view NNDC were determined to go ahead and were disinterested in the public view.

Cllr Edwards said he had attended the meeting with the Clerk and Mr Peter Bellman regarding Millers Walk car park.

Cllr Westmancott had attended the quarterly meeting of the Museum. He said they needed more volunteers to enable them to be open for enough hours to retain their accreditation.

Cllr Holdom said that she had attended the Norfolk ALC meeting. The 'Planning for All' Conference was mentioned at this meeting. It was noted that this is to be discussed at the next Development & Market meeting.

Cllr Crook said he had attended a meeting of Kickstart. He said there would be a Christmas lights switch-on on 2 December 2017. He had also attended a meeting of Active Fakenham, and he has been involved with FABCOM and Archant regarding the production of the new Town Guide. This should be ready for distribution at Easter.

Cllr Foortse said that she had been to a meeting with the Marketing Team at the Gallows Sports Centre to look at ways of increasing their attendance. She said they may be able to offer coach parking in the future. They could provide amenities for the coach drivers and lunch in their restaurant for the travellers. This may be a solution for Christmas. She had also attended the Patient Participation meeting at the Fakenham Medical Practice. She has been looking at the Peckover cemetery with Mike Welland from the History Society. The Fashion Show is being organised for Wednesday 17 May at the Prince of Wales stand. The venue has been provided free of charge in order to show case local businesses. This will be free for local businesses, the cost being covered by ticket sales and sponsorship.

Cllr Coates said First Focus has opened their Drop-In Centre in Millers Walk. It will be open 5 days per week and will be staffed by one full time member of staff and volunteers.

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Cllr Duffy attended the Commercialisation of Assets meeting at NNDC on 25 January 2017
Cllr Acheson had met with Tim Summers regarding the redevelopment of the Aldiss site, and also attended the Commercialisation of Assets meeting at NNDC.

210 DECISION LOG & CLERKS REPORT

Cllr Foortse said that she has not yet investigated the powers regarding removing fly posters.

Cllr Sandford-Cooke said that she has not done the cost proposal for adopting one of the phone boxes in the Market Square as it was felt at the Development & Market meeting that this was not something the Council would want to take forward.

211 TO RECEIVE AND COMMENT UPON ANY ITEMS FOR INFORMATION AND ACTION

North Norfolk Parish and Town Forum would like to visit all councils regarding Second Homes Council Tax. It was agreed that they should be invited to the Full Council meeting in March.

The Highway Rangers are due to visit the town. Councillors were asked to let the Clerk know of anything that needs doing so that it can be booked in. The cobbles in the Town Centre are currently being repaired.

Councillors were made aware of an invitation from the Chairman of NNDC to a special service celebrating volunteering in North Norfolk. **The Clerk will find out when and where this is to be held.**

212 TO RECEIVE AND ADOPT THE MINUTES OF THE DEVELOPMENT & MARKET COMMITTEE HELD ON 23 JANUARY 2017 AND 6 FEBRUARY 2017

212.1 The minutes of the meeting held on 23 January 2017 were moved for reception and adoption by Cllr Duffy, seconded by Cllr Sandford-Cooke and agreed unanimously.

212.2 The minutes of the meeting held on 6 February 2017 were moved for reception and adoption by Cllr Duffy, seconded by Cllr Sandford-Cooke and agreed unanimously..

213 TO RECEIVE AND ADOPT THE MINUTES OF THE LEISURE & ENVIRONMENT COMMITTEE HELD ON 24 JANUARY 2017

213.1 The minutes of the meeting held on 24 January 2017 were moved for reception and adoption by Cllr Acheson, seconded by Cllr Coates and were agreed unanimously.

214 TO RECEIVE AND ADOPT THE MINUTES OF THE POLICY AND RESOURCES COMMITTEE HELD ON 7 FEBRUARY 2017

214.1 The minutes of the meeting held on 7 February 2017 were moved for reception and adoption by Cllr Acheson, seconded by Cllr Coates and were agreed unanimously.

Cllr Dougall wanted to clarify the minutes of item 31. He said that he had asked Cllr Acheson to apologise to the Clerk regarding his treatment of her in that meeting. He felt that the way the Clerk was spoken to in front of the public, was not acceptable.

215 FINANCIAL MATTERS

215.1 On the proposition of Cllr Acheson and seconded by Cllr Foortse to authorise payment of Accounts paid out of meeting for January 2017 and receive Bank Reconciliation statements for January 2017 were agreed.

215.2 The RFO had nothing to report

216 TO AWARD A GRANT UNDER LOCAL GOVERNMENT ACT 1972, SECTION 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 in the interests of the area of its inhabitants and will benefit them in a manner commensurate with the

expenditure Norfolk and Norwich Association for the Blind have requested an award. On the proposition of Cllr Vertigan, seconded by Cllr Sandford-Cooke and AGREED by all that £100 should be awarded.

217 TO RECEIVE NOTIFICATION FROM DEFRA OF NITROGEN VULNERABLE ZONES

Cllr Edwards explained that the Nitrogen Vulnerable Zone covered a large area which includes all of Norfolk. It is concerned with reducing the amount of nitrogen from manure, slurry, non-organic fertilisers etc. entering the water ways and standing water. If we rent land to another party they are responsible for the notification and record keeping. This is a complicated issue but we must ensure that we do not breach the limits set out in legislation. If appropriate records will be kept.

218 TO RECEIVE NOTIFICATION OF PUBLIC SPACE PROTECTION ORDERS FROM NORTH NORFOLK DISTRICT COUNCIL

The Anti-Social Behaviour, Crime and Policing Act 2014 has replaced legislation which deals with Dog Control Orders as well as others made by the Council. The Clerk outlined how this will affect Fakenham. NNDC also proposes to prohibit dog fouling and confine dogs to a lead (only when requested to do so) across the whole District. Environmental health staff has put notices up in all the affected areas, but somebody is taking them down again. Before implementation NNDC is required to formally consult with stakeholders on each proposal. The consultation is from 31st January to 3rd March 2017. **It was agreed that the Clerk will ask Environmental Health staff to report on our behalf that Fakenham Town Council do not want dogs banned from Goggs Mill. This is to be an agenda item at an L&E meeting.**

219 TO RECEIVE A LETTER FROM THE ENVIRONMENT AGENCY REGARDING THE FISHING PLATFORMS ON THE RIVER WENSUM

The Fisheries Department of the Environment Agency installed a number of fishing platforms some years ago along the River Wensum between the Wensum Hotel and Jewson. The Agency is now looking to hand these over to the land owner. If the owner cannot be found then the platforms will be removed. The Clerk asked if Fakenham Town Council would take them on if the owner cannot be found. It was agreed that these are a valuable asset to the town. Cllr Holdom suggested talking to Aldiss and the Fishing Club to see if they know who owns the land. Cllr Crook asked that the Environment Agency keeps the Council up to date with progress on this matter.

Ally McGilvray left the meeting.

220 TO APPROVE THE SIGNING OF THE LEASE OF EDMONDSONS ACRES, BACONS PIECE AND GOGGS MILL TO THE HAWK AND OWL TRUST

Cllr Holdom asked for assurance that all the amendments that have been asked for over the past months have been incorporated into the final document before it is signed. On the proposition of Cllr Coates, seconded by Cllr Westmancott and agreed by all, **Cllr Vertigan will take the document away and read through to make sure all the queries have been addressed, and if happy, will sign the document along with the Clerk.**

221 TO RECEIVE ANY FURTHER ITEMS FOR THE NEXT AGENDA

Cllr Foortse asked for an item to be added to Leisure & Environment Agenda regarding the tidying up of George Edwards grave in Queens Road cemetery.

222 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 Vertigan 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.

223 TO DISCUSS TOWN COUNCIL ACCOMMODATION

See confidential minute.

224 TO DISCUSS A REPORT FROM THE GRASS CUTTING WORKING PARTY

See confidential minute

Cllr Thorpe re-joined the meeting

225 TO MOVE INTO OPEN SESSION

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

There being no further business the meeting closed at 20:50

Confirmed this

day of

2017

CHAIRMAN