

**MINUTES of the FULL COUNCIL MEETING of FAKENHAM TOWN COUNCIL**

**held at Fakenham Connect, Oak Street, Fakenham**

**on TUESDAY 15 JANUARY 2019 at 7:00pm**

PRESENT:

Councillor G Acheson (Town Mayor, Presiding)

Town Cllrs: S Mears, M Dutton, S Brown, R Lynam, T Duffy, J Holdom, M Coates, R Smith, J Sandford-Cooke, G Thorpe, A Vertigan and D Wakefield

Town Clerk: Linda Jennings

Deputy Town Clerk: Ann Kerrison

District Councillors: J Rest and J Punchard

County Councillor: None

Police: None

Press: None

Public: None

		Action (initials)
195	<b>TO ALLOW MR RICHARD EVANS, PRINCIPLE OF FAKENHAM ACADEMY TO ADDRESS COUNCILLORS</b> Mr Evans did not attend the meeting.	
196	<b>TO ALLOW FAKENHAM POLICE TO GIVE A REPORT</b> No police were at the meeting but the Clerk read out a report. She gave an overview of the latest crime figures. It was noted that CCTV in the town had proved invaluable in investigating crime including one major incident. There has been a lot of criminal damage at the 3 brick arches by the river and police are asking members of the public to let them know if they see anyone hanging around that area. A report on police staffing levels and SNAPS priorities was given. Councillors are welcome to go to the next SNAPS meeting if they would like to hear more. The police and Crime commissioner will be meeting the public at the Scout Hall on Thursday at 10:30am.	
197	<b>TO ADJOURN THE MEETING FOR ELECTORS QUESTIONS</b> It was noted that a contractor had dug up the grassed area on Holt Road to lay cables. They have not replaced the grass that was removed. The Clerk is to get in touch with them to ask them to re-seed the grass. It was noted that the lights on the Community Centre car park are not working. Cllr Rest will report this. Cllr Smith is to attend the planning meeting at NNDC where the Meditrina development is being discussed, on behalf of residents. Residents of the first phase of the development are trespassing on to Rudham Stile Lane. A member of the public has asked if a footpath can be installed	<b>Clerk</b>  <b>JR</b>

	<p>between Morrisons supermarket and the GP's surgery. Cllr Punchard said that discussions are taking place between Morrisons and the developers of the Meditrina site regarding this matter.</p> <p>A resident has reported unsightly litter around the town especially on the old Holt Road near Morrisons. There has also been fly tipping along this area. It was noted that Morrisons are clearing some of the litter and trying to keep it under control.</p> <p>It was noted that the environment agency have been cleaning up along the river.</p>	
198	<p><b>TO ALLOW 10 MINUTES FOR DISTRICT/COUNTY COUNCILLORS TO ADDRESS THE MEETING</b></p> <p><b>Cllr Punchard</b> reported that he has attended meetings regarding the new local plan up until 2036. A 6 week consultation on this document will be open soon. This will include looking at the retail frontage of Fakenham and tourism. A large hole at the exit of the Bridge Street car park is to be repaired soon.</p> <p><b>Cllr Rest</b> stated that the Meditrina development is to be discussed at the planning development committee at NNDC on Thursday morning along with the signage proposed for the Crown Hotel. The proposed budget for NNDC includes funds for Norfolk police to install more number plate recognition equipment around the district to catch criminals. Cllr Holdom asked if NNDC full council meetings happen every month. Cllr rest said yes, but not in January. This is because cabinet has to meet 2 weeks before full council and there isn't time for this to happen with the Christmas / New Year break.</p> <p>Councillors asked that Cllr Fitzpatrick ensures that FTC gets a reply to its request for payment of the grass cutting invoice. This has been chased 3 times without success. The Clerk is to write to Cllr Fitzpatrick and Andrew Proctor, leader of Norfolk County Council about this issue and also the missing cobble setts in the town centre.</p> <p>Cllr Acheson also said that FTC has had no reply from Sarah Butikofer, leader of North Norfolk District Council, to a letter from FTC regarding the sub-lease on the Connect building. The deputy Clerk is to send a copy of the letter to Cllr Punchard for him to follow up.</p> <p>Cllrs Rest and Punchard left the meeting</p>	<p><b>Clerk</b></p> <p><b>Deputy Clerk</b></p>
<b>AGENDA</b>		
199	<p><b>TO CONSIDER FOR ACCEPTANCE APOLOGIES FOR ABSENCE.</b></p> <p>Apologies were received and accepted from Cllrs T Edwards and G Foortse</p>	
200	<p><b>DECLARATIONS OF INTEREST</b></p> <p>There were none.</p>	
201	<p><b>TO CONFIRM THE MINUTES OF THE MEETING HELD ON 18 DECEMBER 2019</b></p> <p><b>201.1</b> The minutes of the meeting held on 18 DECEMBER 2019 were on the proposition of Cllr Acheson and seconded by Cllr Coates, AGREED and signed by the chairman.</p>	
202	<p><b>TO RECEIVE UPDATE ON ACTIONS TAKEN AFTER THE LAST COUNCIL MEETING IF THESE MATTERS ARE NOT ON THE AGENDA</b></p> <p>There were none.</p>	
203	<p><b>TO RECEIVE THE MAYORS ANNOUNCEMENTS</b></p> <p>Cllr Acheson said that Cllr Crook has tendered his resignation from the</p>	

	<p>Council. As there is less than 6 months to the elections in May, this post must remain empty until then and cannot be filled by co-option. It was agreed that information regarding the elections process should be circulated to all councillors. It was also agreed that a meeting should be held immediately before the next full council meeting for any member of the public considering becoming a councillor to find out what is involved.</p> <p><b>21 December</b> – Heard we had got the LEADER fund grant. Thank you to LEADER and NNDC Big Society Fund for grants totalling £41,500.</p> <p><b>8 January</b> – Interviewed by Radio North Norfolk and EDP re Heritage trail</p> <p><b>9 January</b> – Attended delivery of the Kioti all-terrain vehicle with the Clerk, Cllr Coates and the groundsman</p> <p><b>9 January</b> – Meeting with Cllr Duffy re the Library triangle</p> <p><b>11 January</b> – Meeting with Cllr Dutton and others regarding the MTI brochure</p> <p><b>12 January</b> – Meeting with Cllr Duffy re the library triangle</p> <p><b>13 January</b> – Communication from Steve Blatch at NNDC asking whether FTC will be placing a defibrillator in one of the telephone boxes in the market. It was agreed that there will be one later on.</p>	<p><b>Clerk</b></p>
<p><b>204</b></p>	<p><b>TO RECEIVE ANY REPORTS FROM COUNCILLORS WHO HAVE ATTENDED MEETINGS OUTSIDE THE COUNCIL</b></p> <p><b>Cllr Sandford-Cooke</b> met with Cllrs Lynam, Brown and Acheson regarding the Fakenham Facelift</p> <p><b>Cllr Lynam</b> – Following the successful MTI funding, met with contractors and designers. There should be something to show councillors at the February full council meeting. He asked the Clerk to keep this as an agenda item for future Full Council meetings for the immediate future.</p> <p><b>Cllr Brown</b> – Attended the facelift meeting, and the Patient Participation Group meeting at the GP surgery.</p> <p><b>Cllr Dutton</b> - attended the Heritage brochure meeting. The MTI funding documents need to be signed and returned. On the proposition of Cllr Mears, seconded by Cllr Vertigan and agreed with 12 votes for and 1 abstention, that the MTI grant award terms and conditions for the MTI brochure should be signed and returned.</p> <p>Cllr Lynam stated that the MTI documents for the Facelift initiative also need to be signed and returned. Cllr Vertigan pointed out that according to minute 191 from the previous full council meeting, this matter needs to be discussed at an extraordinary Policy &amp; Resources meeting before proceeding and this has not yet happened.</p> <p>Cllr Vertigan left the meeting</p> <p>After further discussion it was agreed to hold an extraordinary Policy and Resources meeting on Thursday 24 January 2019 at 7pm. All Councillors will be invited, with standing orders suspended to allow all members to vote. It was agreed that this meeting would have delegated authority to give the go ahead to carry on with the MTI bid.</p> <p>The meeting was suspended at 7:58pm The meeting was re-convened at 8:05pm</p> <p><b>Cllr Coates</b> – attended the delivery of the Kioti all-terrain vehicle <b>Cllr Duffy</b> – Attended the meeting regarding the library triangle</p>	<p><b>Clerk</b></p> <p><b>Clerk</b></p>

205	<p><b>DECISION LOG AND CLERKS REPORT</b></p> <p><b>Full Council 135</b> – The Clerk is to get another quote for the fencing.</p> <p><b>Full Council 159</b> – Add “and the tree is to remain”</p> <p><b>L&amp;E 212</b> – It was noted that Norfolk Property Services have said it will cost £252 to move the defibrillator from the police station to the Fire station. Cllr Thorpe will forward the details to the Clerk who will authorise getting this done.</p> <p><b>P&amp;R 158</b> – The finance committee have decided against this</p> <p><b>Full Council 16</b> – There are still several pictures missing. For those who do not wish their photograph to be on the website, a blank avatar will be used.</p> <p><b>HR7</b> – This is to be an agenda item at the P&amp;R meeting in March.</p> <p><b>L&amp;E 66</b> – A new list is to be compiled</p> <p><b>L&amp;E 100</b> – The allotments package is to be purchased in July 2019</p> <p><b>Full Council 159</b> – research is ongoing. Thanks to Cllr Lynam for his help on this.</p>	<p><b>Clerk</b> <b>Clerk</b></p> <p><b>GT/</b> <b>Clerk</b></p> <p><b>Clerk</b> <b>Clerk</b></p>
206	<p><b>TO RECEIVE AND COMMENT UPON ANY ITEMS FOR INFORMATION AND ACTION</b></p> <p>A New Year card was received from the Mayor of Olivet.</p>	
207	<p><b>TO RECEIVE AND ADOPT THE MINUTES OF THE DEVELOPMENT &amp; MARKET COMMITTEE ON 7 JANUARY 2019</b></p> <p><b>207.1</b> The minutes of the meeting held on 7 JANUARY 2019 were moved for reception and adoption by Cllr Duffy, Seconded by Cllr Lynam and agreed unanimously.</p>	
208	<p><b>TO RECEIVE AND ADOPT THE MINUTES OF THE POLICY AND RESOURCES COMMITTEE HELD ON 8 JANUARY 2019</b></p> <p><b>208.1</b> The minutes of the meeting held on 8 JANUARY 2019 were moved for reception and adoption by Cllr Acheson, Seconded by Cllr Coates and agreed unanimously.</p> <p>Cllr Acheson clarified the capital expenditure of £10,600 on the Kioti vehicle. The purchase of an estate management vehicle was agreed at the November Leisure and Environment meeting and confirmed at the December Full Council meeting. The Clerk had obtained quotes for various all-terrain vehicles and the cheapest was the demonstration model purchased. As a demonstrator the price was reduced even though it had done very few hours. In addition to this, following the fall in sterling, the price of new models had risen by some thousands of pounds. Other quotes were not comparable. The capital expenditure had initially been budgeted for the 2019-20 financial year. The purchase was brought forward into the current financial year as the sellers would not hold the vehicle for us until April.</p>	
209	<p><b>FINANCIAL MATTERS</b></p> <p><b>209.1 to receive and approve payment of the accounts for Fakenham Town Council and Charter Market for December 2018 and receive bank reconciliation statements for Fakenham Town Council and Charter Market for December 2018.</b> Cllr Holdom proposed, seconded by Cllr Acheson RESOLVED to receive and approve the payment of the accounts for December 2018 and the reconciliation statements for December 2018. These were reviewed by the financial committee.</p> <p><b>209.2 To receive the budget versus Actuals for April to December 2018.</b> Cllr Holdom explained the variances on the report presented.</p> <p><b>209.3 To Receive minutes of the Finance Committee meeting on</b></p>	

